

# PART 1 MINUTES FOR MEETING OF THE RESOURCES COMMITTEE OF LINGFIELD PRIMARY SCHOOL

Thursday 10 July 2025

**Governors**

Cassie Puplett CP (Headteacher)

Sue Darney SD

Paul Cook PC

James Kearns JK

Cameron Turner CT

Natalie Hadleigh NH

Seb Western SW

**In Attendance**

Anna Sutton AS (Deputy HT)

Penny Batty PB (Clerk)

## PART 1

	TOPIC	ACTION
1	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Ian Whitley had sent his apologies.</p>	
2	<p><b>DECLARATION OF INTEREST</b></p> <p>There were no Declarations of Interests in any of the agenda items.</p>	
3	<p><b>MATTERS ARISING FROM PREVIOUS MEETING</b></p> <p><b>PB:</b> Efficiency of Solar Panels on next Resources agenda. <b>Place on next Resources agenda</b></p>	
4	<p><b>FINANCE</b></p> <p>SW said that despite a number of challenges Janice has managed the budget really well.</p> <ul style="list-style-type: none"> <li>• Sports funding has now been confirmed, and the money will go towards financing the Pop-Up Pool which will be in school for 5 weeks in September and will provide swimming lessons for the children without the need to hire coaches to take them to Oxted. It will also be more time efficient. Funds will also be going towards Opal – an outdoor learning project</li> <li>• Resources and Energy costs have been higher than expected although energy costs should start to decrease once the heat pumps and solar panels are working correctly</li> <li>• Increased National Insurance</li> <li>• Nursery funding has increased</li> <li>• Staffing costs are high, 91.3% but CP explained that LPS retain their staff which is important but does mean that the wage bill will increase to pay for experienced teachers. CP also pointed out that LPS was unique</li> </ul>	

	in so far as it is a mainstream school with specialist provision which is costly.	
<b>5</b>	<p><b>STAFF QUESTIONNAIRE</b></p> <p>PC said that he extended the deadline date as initially only 32 staff members had responded. He said that he would forward the results to CP over the summer.</p> <p><b>Actions:</b>  <b>PC:</b> Send questionnaire results to CP  <b>PB:</b> Place on next FGB agenda</p>	
<b>6</b>	<p><b>HUMAN RESOURCES</b></p> <p>CP said that she will include a staff update in the next HT report. See also Part 2.</p> <p>PC said that the SCR is outstanding and he will go into school before end of term.</p> <p><b>Actions:</b>  <b>PC:</b> Check SCR</p>	
<b>7</b>	<p><b>PUPIL NUMBERS</b></p> <p>CP said that since half term 25 children had left the school either because they are moving out of the area, parents are separating or moving to the private sector. There are now gaps in every school year apart from Reception and unless they are filled, this will have a significant effect on the funding the school receives next year. JK asked if the falling birth rate is influencing the school, but CP said that this was currently not the reason for the mobility.</p>	
<b>8</b>	<p><b>PREMISES</b></p> <p>PC highlighted the following:</p> <ul style="list-style-type: none"> <li>• Heat Pumps are still not connected but Janice is chasing</li> <li>• 2 trees have been cut down</li> <li>• Fire Safety remedial work has been carried out</li> <li>• Solar panels are not working correctly but AS said that engineers have been in.</li> </ul>	
<b>9</b>	<p><b>GDPR</b></p> <p>CP said that at the recent new Reception parents meeting, a father had pointed out that the sheet parents were asking to fill in re home visits and included names and addresses was being photographed by other parents which was contrary to Data Protection laws. AS said that a different system will be implemented at next year's meeting. CP said that she would discuss this with Janice and see if there had been a breach.</p> <p>CP informed governors that as an AI user, the school must now be accredited.</p>	

<b>10</b>	<p><b>MATTERS ARISING</b></p> <p><b>Item 3:</b>  <b>PB:</b> Efficiency of Solar Panels on next Resources agenda.</p> <p><b>Item 5:</b>  <b>PC:</b> Send questionnaire results to CP  <b>PB:</b> Place on next FGB agenda</p> <p><b>Item 6:</b>  <b>PC:</b> Check SCR</p>	
-----------	--	--

**SIGNED** .....

**DATE** .....