

**FINANCE AND RESOURCES COMMITTEE OF
CAMPSBOURNE PRIMARY SCHOOL**

Nightingale Lane
London
N8 7AF

020 8340 2064



Campsbourne Primary School

MINUTES OF THE MEETING HELD ON:

DATE: Tuesday, 4th October 2022

TIME: **6.30pm**

Meeting: **Finance and Resources Committee Meeting**

Position	Name	Initial	Term End Date
LA Governor	Emily Arkell	EA	20/09/2025
Co-Opted Governors	Gladys Merceron	GM	20/11/2022
	Duwan Farquharson (Chair)	DF	10/07/2026
	Eleanor Jones	EJ	18/09/2022
	Alex Heywood (Vice Chair)	AH	22/09/2024
Headteacher	Jonathan Smith	HT	Ex officio
Associate Members	Gemma Hall	GH	05/07/2025
	Verral Paul-Walcott	VPW	10/07/2026
	Burcu Keser	BK	10/07/2026

Part 1

1. WELCOME / INTRODUCTIONS / APOLOGIES

To **receive** welcomes, introductions, and apologies.

Apologies were received from Gemma Hall and Burcu Keser.

2. DECLARATIONS OF INTEREST, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA

To **declare** any interest relating to items on this agenda.

None declared

3. FINANCE & RESOURCES COMMITTEE ADMINISTRATION

3.1 Confirm appointment of Chair/Vice Chair for academic year

3.2 Agree membership of committee

3.3 Agree Clerking arrangement as per ToR

3.4 To agree Committee Terms of Reference and Link Governor Roles (if required)

- The committee discussed the draft Terms of Reference and all substantive provisions were agreed subject to the Headteacher's approval.
- The Chair will circulate the Committee ToR and the Pay Committee ToR for a final check by committee members.
- The pro forma Agenda agreed in principle subject to the Headteacher's comments. School Business Manager (SBM) also to be consulted.

- The terms of Reference and draft Agenda for the Pay Committee were agreed. Chair to check with JS/SBM when the pay committee recommendation should be discussed and when approval is needed by. The governors nominated Duwan Farquarson, Alex Heywood, Gladys Merceron and Eleanor Ley to the Pay Committee.
- Clerk to include item on next Resources Committee Agenda to agree review cycle and reviewer with Headteacher for policies which do not yet have this information.
- The Chair will produce a policy review document tailored to the this Committee.
- EJ to recommend to Curriculum Chair to do the same for that Committee.

4. ITEMS FOR THE NEXT AGENDA

To **consider** any items for inclusion on the next agenda

5. DATE AND TIME OF NEXT MEETING

To confirm date of the next FGB meeting as 3 November. Chair to check future dates with HT/SBM. Ensure dates for future meetings are in line with LA finance return, SFVS and 2023/24 budget etc.

6. ANY OTHER BUSINESS

None.