

DEANSBROOK INFANT SCHOOL

COMMITTEE: Finance and Premises Committee Meeting

Date: Tuesday 3rd February 2026

Committee members: Jade Cheung (JC)- CHAIR, Carole Catley (CC), Lisa McCann (LM) Julia Hutton-Squire (JH-S), Hugh Rayner (HR) Nick Mailer (NM), Nikki Simon (NS), Ryan Hannan (RH)

Present: JC, CC, LM, JH-S, HR, JP, NM, NS

Absent: None

Agenda Item	Discussion/Action	By	Deadline
1. Apologies for absence:	None		
2. Minutes of last meeting	<ul style="list-style-type: none"> Minutes from the previous meeting were agreed and approved as a true record of the meeting. 	ALL	
3. Matters arising	<p>Co-pilot for Note-Taking: JH-S explained that the meeting was moved to Teams to use Co-pilot for note-taking, and encouraged participants to send additional notes or comments if needed.</p> <p>JH-S, NM, and RH-discussed the meeting start time and attendance, noting that some participants were waiting on Zoom instead of Teams. CC mentioned trying to update the link on Governor Hub.</p> <p>JH-S and CC addressed technical issues and communication problems, including difficulties with logging in and sending the meeting link via email.</p> <p>JH-S mentioned that she had been chairing the meeting in JC's absence, and JC agreed to let JH-S continue chairing until things were more settled.</p>		

	<p>JP's Departure from the GB: CC informed the group that John was no longer on the governing board as his term had ended, and a new staff governor, Ania Bharadia, had joined the GB.</p> <p>HR mentioned that his term as an LA governor was ending in February, and he had not heard about any new nominations yet.</p> <p>JC requested payroll data to understand staffing figures better. JH-S suggested having an extraordinary meeting without staff present to discuss payroll data and other concerns.</p> <p>RH mentioned that the local authority advised against having a meeting without staff representation, and suggested discussing concerns at a separate meeting.</p>		
<p>4. Budget</p> <ul style="list-style-type: none"> • Q3 Forecast 	<p>HR mentioned printing out the Q3 accounts but had difficulty reading them. CC offered to share the documents on the screen.</p> <p>The committee discussed the 5-year recovery plan, noting that it had been submitted but not formally approved.</p> <p>** Action: They agreed to seek clarification from the local authority.</p> <p>CC presented the budget and Q3 forecast, highlighting an increase in the in-year deficit by £9,000. The group discussed the impact of SEN children on the budget.</p>	CC	
5. Breakfast Club and Rainbow Club update	CC provided an update on the Breakfast Club and Rainbow Club, noting that the after-school club was now making a profit, which helped offset the Breakfast Club's losses		
6. Benchmarking	The committee discussed the benchmarking data.		
7. SFVS	CC & LM reviewed the financial value standard checklist, noting areas where the school had to answer "no" due to the current financial situation.		

8. Policies <ul style="list-style-type: none"> Charging and Remissions Policy 	CC updated the charging and remissions policy, including a new section on charging for the last 45 minutes of the nursery day.		
9. Income from Sharesy update	CC reported on income from lettings, highlighting successful recurring bookings and new opportunities.		
10. Staffing update	CC provided a staffing update, mentioning NS- Deputy Heads role at Fairway School and the expected return of a staff member from maternity leave.		
11. Premises <ul style="list-style-type: none"> Premises update 	CC mentioned ongoing issues with the school's boilers, which were costing money to repair.		
Date of next meeting	Wednesday 20 th May 2026@ 6.30pm at Deansbrook Infant School		

