

Holly Park School – Finance & Premises Committee Meeting Agenda Date : 10th November 2025 @ 7:45am

Present:- Ann, Maria, Clare H, Andrea, Simon, Rhonda

Apologies:-

Actions from last meeting (to be discussed at relevant agenda item)

Andrea volunteered to write to MP about air source heat pump

Ann to continue to chase rebate on energy costs (continuing)

Simon will contact company regarding ropes again. (Done and repaired- now different ropes need repair)

Ann will be applying for some funding to help with the costs of the works on the Treehouse. (Successful – but this was for technology not building)

AGENDA ITEMS	KEY DISCUSSION POINTS	ACTION (who? /timescale?)
1. Policies to be reviewed: • Charging & remissions • Teachers pay • Credit card policy • Asset management	Some comments received. Please send any more in on Governor Hub	Terms of reference to be arranged by Rhonda for next meeting
2. School Budget (Q2 Forecast) Update on teachers pay rise (if known)	Ann met with school accountant last week, there is no real change from Q1. Q3 will take into account heating, winter costs etc so forecast could change. Q2 forecast we gained for teaching as we have a teacher on maternity leave, we received a £20k grant from government for pay awards which was more than we expected but we have spent more on agency so breaking even at present on this. Our £178k in year overspend is still projected to be the same at this stage. Governor asked what was the start of year deficit This was £178k and we are on deficit recovery plan. There was also a £20K deficit brought forward from last year	

	Risks going forward in the year: Water bill is higher than we projected, our gas and electric are a bit lower than expected. Agency costs may be different as we have another teacher going on maternity leave and will be covering with a teacher from an agency. Clubs will probably be lower in income than expected as we have lost computing clubs as low numbers signed up. We also have a couple of other clubs with low numbers and if this continues they will probably look to remove the club from school. Nursery numbers are low and extended day is down – so income will probably be less than budgeted A governor asked about pupil numbers. These are down on what we have predicted in our plan so this will affect the budget next year.	
3. Additional Funding (standing item) • Pupil Premium funding • Sports & PE grant	Both Pupil Premium funding and Sports grant has been planned on how they will be spent and this is being spent as planned.	
4. Evaluate spending and activities in line with the School improvement Plan	Sustainability project is ongoing and is not costing the school any money, hopeful in the long run this will save us money. Send interventions – lots are being done around this. We received a grant from Friern Barnet Education Trust for the Treehouse so we can purchase ipads and a camera. Department for Education will be in this week to see the treehouse.	
5. Review the staffing structure	Part 2 – Ann to present an idea about a staffing solution – as temporary – not a restructure	
6. Fundraising (standing item) Final update and summary	We will revisit fundraising next year as do not feel it is a good time financially for people to contribute to any fundraising. The infant playground could be a project that we would want to look into,	Ann to discuss with SLT for any ideas for fundraising around the £10k mark Simon will look at getting quotes for different types of work to playground. Simon to also chase up about surfacing around the pirate ship which PTA were going to fund.

7. Contracts 2 year extension to catering contract	Catering contract has been extended for 2 years. Will have to go to tender at the end of the 2-year extension.	
8. Premises matters - Review Summer Works - Other matters	Summer works was mainly on Treehouse which was 3 new walls, change of toilets, rainbow fencing installed and new signage. The nursery also had a new sink installed. The nursery sandpit wall was done, mud kitchen redone and sleepers put in across school where needed. Other matters in the school are roof in junior building, heating in juniors and air source heat pumps. The roof of year 3 and 4 shared area has been taped off as there is a leak, damp patches and a hole in ceiling. The leak on roof has been ongoing for around 2 years, tarpaulin was put in and Barnet has sent contractors out to provide quotes for issue previously but nothing has happened. The issue has got worse, Barnet have been contacted and a contractor has come to look at roof and will issue a quote. Ann has been emailing Barnet weekly regarding this issue but not had a response. We may look to contact local MP if a couple of weeks if issue is still ongoing. Air source heat pumps still have ongoing issues, Simon met with people from Barnet last week regarding this. We have the wrong solar panels and have been advised we will not be getting different ones. Immersion heaters are on so could mean higher bills to pay. The heat pumps have not officially been handed over to us as yet. Heating in junior building is very hot, control panel is faulty and needs a part but the part needed is not produced anymore so a new control panel needs to be made and fitted which we are still waiting for. A governor asked what was happening about the kitchen water problem at the start of the year Filters have been put on taps in kitchen due to Legionella, pipework is due to be changed by Barnet.	Ann to continue to chase weekly about progress on ceiling safety Ann to chase on what is happening and money back Simon to chase Martin Wilkinson about Junior heating

9. Review the asset management plan	Updates have been made from comments received from governors. Governor asked if the dates when items are due could be added to asset management plan Ann has a separate sheet showing dates when due and can send this out/attach in future. Most items are on an annual cycle, fixed wire testing is once every 5 years, Trees every 3 years, Water every 2 years.	
10. Annual premises safeguarding tour of Site to be arranged	This was completed today.	SLT will also have a look at premises safeguarding audit and Safeguarding governor.
11. Review the school's gift register	Given to governors to look through. A governor commented	
12. Matters for FGB	Financial update and premises updates in HT report at end of term.	
AOB	N/A	