



**FULBRIDGE ACADEMY**  
**MINUTES OF PREMISES, FINANCE & RESOURCES**  
**9:30AM ON 22nd FEBRUARY 2021**  
**VIRTUAL MEETING**

Present: Helen Bath, Ben Erskine, Charles Swift, David Chandler, Libby Porter, Allison Duff  
Apologie: Rose McCloskey  
Clerk: Isabelle Watts

**1. Welcome & Apologies**

The Chair welcomed everyone to the meeting and noted the apology from RM.

**2. Declaration of interest**

None Declared

**3. Matters Arising**

None Declared

**4. Minutes from last meeting**

The minutes from the last meeting were agreed as an accurate representation of the meeting that took place.

**5. RO Audit report from Finance Manager**

Fiance report was issued to all Governors prior to the meeting and AD overview the following key points:

We are in a positive position after the previous 12 months. The predicted carry forward to 21/22 is £26,000, if the whole budget is spent.

The Capital projects balance was reduced by £172,000 which will be moved back at the end of the year if needed.

We have been spending additional money on building and property. Money has been moved into building and property and we will add this to the building carry forward.

£50,00 has been spent on Astro Turf.

£150,00 reserves in line with Mat Policy.

Income is less than we budgeted due to no additional self-generated income due to Covid. There has been no holiday club, after school club or trips.

Expenditure - We have spent extra on catering due to having to buy disposable bags and cutlery - estimated to be an additional £1,300 a month.

The 3 year budget is to be submitted to the MAT in May. We will have next year's budget by the next meeting in June.



GOV- Are the accountants happy with all the finances?

AD - They don't see our Finance report now, it goes straight to the MAT. Arthur Mellows has no concerns with it and £996,000 has been carried forward from last year to this year.

GOV - I'm sure you are happy to work with Sam and be checking the figures?

AD - Yes, we get together often and move budgets around where necessary. If we are over or under spending.

## 6. Premises Report

The Premises Report was sent out to governors prior to the meeting. Principal overviewed the following:

Nothing on the report comes up as red "Needs attention"

There is a yellow "minor issue" for Building Fabric. It is reporting the roof on the PE shed is damaged due to previous overgrown ivy and loose tiles. However, this area is not a health and safety issue because it's fenced off. We are looking at adding this to our planning permission as we will need planning permission in order to take the shed down. This is because the back wall is also the wall of the boundary of the school - so it is more complicated to remove than we originally thought. But although there is slight damage, the shed is no danger to the school or community.

Fire risk assessment - We are looking to sort out the cables in the suspended ceilings in the corridors. When new cables are wired in, they don't remove the old cabling out, therefore there are several wires there. This isn't a massive issue but we will look at getting more sufficient cabling trays up there.

Accident report - No accidents have been reported. This could be due to having not as many children or staff in the building at present because of the Lockdown.

## 7. Planned works for this term

Principal shared his screen with Building Works drawings for Governors to see and overviewed the following:

We decided to future proof for coming years mainly for the purpose of planning permission. It is more efficient and cost effective to gain permission in all one go.

The main reason for the building work is to replace the original 1970 building - we have saved up to replace those classrooms. We will move year 6 further up the corridor and replace the current first aid room. There will be two new year 6 classrooms with the



new year 6 entrance. We like to be able to have extra groups in Year 6 and the extra space will allow for this.

There will be 2 reception classrooms. The 3 current classrooms that are knocked down will be directly replaced with new classrooms. The idea is to have all year group classrooms near each other to be easier to work together.

The additional work will be adding more corridors and replacing the first aid room. Also adding new toilets for Year 6 and the Lodge. This will make the Lodge more usable and efficient. We will use the space that is knocked through into one Site area. This will make more space for the children.

If we can afford it we would like to do the following:  
Invite the surveyors in for more detailed drawings. We will share these in the next meeting.

All of the planned building work went through Governors and Trustees in Autumn Term and everyone is happy with the plans. We are waiting for planning permission confirmation and then we will look at contracting builders.

GOV - It's a shame that the large classrooms will be going.

PRINCIPAL - All of the new classrooms are large spaces. 60sm and 62sm which is bigger than advised.

GOV - How is the Music room at FAH coming along?

PRINCIPAL - The work is close to completion. We will send an update to all Governors once completed. It is currently up, wired and plastered. We are waiting for the finer details to be completed, electrics and paint work etc. The Site team have also worked to take out the mound by the play equipment at FAH. It has been removed, flattened and fenced off the back. In the future we will get all weather surfacing which can be used all year round.

GOV - Will the major work be done after summer holidays?

PRINCIPAL - The architect said not to get our hopes up that the main work will be completed after the summer due to the current delays in planning permission. But we have been advised that the smaller jobs will be completed after the summer.

PRINCIPAL- Once lockdown is over, if anyone wants to see the school and the work taking place. Please let us know and we can arrange a visit.



## 8. Any other business

GOV - Excellent presentation about the planned work. Peterborough is one of the top areas in the country for Covid cases. Can we ask for more funding or support?

PRINCIPAL - Before Half Term we were invited to a call with local MP and Jonathan Lewis. One of the things that is being proposed is a localised ability to enforce more localised lockdowns. Local authorities would have the power to shutdown a small localised area if the cases rise.

GOV - Jonathan Lewis seems to have great grasp on the current situation?

PRINC - Yes, he has done a fantastic job with the pandemic.

GOV - Well done to all the staff. Remarkable in keeping everyone safe and well.

Meeting ended 10:12

### **Date of next meeting**

8th June 2021

Action Point	Action	Person
1	Share most up to date building work photos/plans	Clerk/BE