

St Anthony's & St Walburga's

Finance Committee

21st April 2026

Minutes

Present:

Elizabeth Fearnley – SWS headteacher (EF)
 Kath Spillane – SWS & SAS Finance committee chair (KS)
 Barbara Kelly – foundation governor (BK)
 Nick Connor – foundation governor (NC)
 Lisa Metcalfe – SAS SBM (LM)
 Laura Long – SWS SBM (LL)

The meeting commenced at 1.30pm.

ITEM	SUBJECT	ACTION
F19/25	Welcome and prayer. Led by KS.	
F20/25	Apologies for absence Apologies for absence were received from Ashley Wilkinson (on school residential).	
F21/25	Declarations of Interest. None declared.	
F22/25	Any Other Business. Agree next Budget meeting. All agreed 16th June 2026 at 1.30pm – St Anthony's. In person with Teams access available if required.	
F23/25	Minutes of the previous meeting held on 10th February 2026 and matters arising. Previous minutes were read and approved. Matters arising: Support staff costs had reduced as previously discussed.	
F24/25	Finance update. St Anthony's – Lisa Metcalfe Income - GAG funding remains in line with the approved budget. - Additional income identified since last meeting: £9.5k increase in PP due to pupil movement. £2.7k increase in EHCP funding. £800 increase in mentoring funding.	

Signed by Date

	• PTFA funding increased by £3.5k (matched by an equivalent amount as PTFA does not hold a bank account). • £200 increase in charitable donations (offset by expenditure). • £7.3k increase related to educational visits and residentials (income neutral). • £8k income for after school wraparound care, with staffing costs offset against this. Total increase in income: £30.3k. Expenditure • Staffing – teachers costs remain in line with the approved budget. £6.3k net increase in staffing costs due to: ○ Back pay for staff where hours had previously been incorrect. ○ Additional HLTAs replacing 0.5 teacher time (overall saving). ○ Increased Breakfast Club staffing following earlier opening at no cost to parents. Pension costs slightly reduced. • Premises and Utilities – maintenance costs remain on track. Anticipated £2k increase in gas costs; Trust currently on short term utility contracts and monitoring prices. • Other expenditure – increased swimming costs (£1.7k) due to additional sessions. £300 washing machine purchase (kitchen related – cost to be reimbursed by Trust). £3.9k pupil rewards (PTFA funded). £200 part year cost for intruder alarm key holding service, following Trust guidance. IT costs in line with budget. £200 staff uniform costs (to be reimbursed by the Trust). Overall position: • Total expenditure increased by £22k. • Budget surplus has increased by £8.2k, leaving the school in a healthy position. Use of surplus: • Governors noted the continuation of Forest Schools provision, recognising its positive impact on pupils. • The provision will be considered for inclusion in next year's budget. St Walburga's – Laura Long Income • GAG funding is in line with the budget. • £29k reduction in SEN funding following a pupil leaving and reduced anticipated EHCP income.	
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	• £5k increase in UFSM income. • Additional EY funding has improved the nursery position. • Growth in after school club (£3.7k) and trip income (£3.2k – income neutral). Total income variance: £9.1k decrease. Expenditure: • Teaching staff costs increased (£10.5k) due to overtime instead of supply. • £25k saving in support staff costs (resignation and maternity leave). • £9k increase in supply costs due to a long term TA absence. • £19k saving in premises staffing following site manger vacancy and changes to cleaning arrangements. • £3k essential boiler works completed. • Utility costs broadly balanced (electricity decrease offset by gas increase). • Additional £1k for mental health training following change on staff lead. Overall: • Total expenditure reduced by £7.4k. • Budget deficit increased slightly by £1.7k, broadly in line with expectations. All questions asked for St Anthony's: Q – Are the schools on fixed term energy contracts? A – The Trust opted for a short term arrangement to monitor market changes. Costs are expected to remain volatile; electricity costs may reduce slightly but gas remains a concern. Q – Is there evidence of increased uptake for Breakfast Club and After School Clubs? A – Yes, both clubs are growing. Breakfast provision has expanded through the Magic Breakfast scheme, now available to all pupils in class. Breakfast costs are significantly reduced compared with previous years. All pupils now have access to cereal daily, supporting punctuality, wellbeing and learning readiness. Surplus breakfast supplies are regularly donated to the local food bank. Q – Is the provision running at a loss? A – No, the club is not running at a loss and generated a small surplus last year. usage is expected to increase year on year and is seen as a valuable offer for prospective parents. All questions for St Walburga's:	
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	Q – Governors queried the significant reduction in SEN income. A – LA floor funding has been reduced and then removed entirely. Anticipated EHCPs have not materialised as expected. A decision was taken to remove unconfirmed income and adjust later if funding is awarded. Some funded pupils will leave at the end of the year, increasing financial pressure into 2026 – 2027. This may be a challenge regarding managing staffing within constrained budgets and the impact on morale. Governors thanked both Lisa and Laura for their financial summaries.	
F25/25	Any Other Business None to add.	
F26/25	Agenda, papers, and minutes confidentiality. All agreed that no confidential discussions took place and required a Part 2 set of minutes.	
F27/25	Dates of next meetings. • 16th June 2026 at 1.30pm	

The meeting ended at 2.05pm.

Signed by Date