

**Minutes of an Extraordinary meeting of the Full Governing Board of Downe Primary School to discuss the financial position of the school and way forward  
Held at the School on 3 May 2022 6pm**

**Attendance**

Jodene Panteli (Head Teacher)	Brett Clark	Ruth Irudayaraj	Sarah Blundell
Kim Brown (Chair)	Ben Courtney	John Musson	

**In attendance:** Kathy Lewis, Clerk, Jared Nehra LBB Director of Education (JN) until item 3.3, Sally Weeks, Head Teacher Poverest Primary School part of AFACT until item 3.3.

		<b>Action</b>	<b>Agreed</b>
<b>1. Apologies for absence</b>	Apologies were received and accepted from Karen Jermy		
<b>2. Declaration of interest</b>	There were no declarations of interest.		
<b>3. Financial Position of the School</b>	<p>3.1 <u>Introduction</u> KB welcomed JN and SW to the meeting, which had been called to discuss the financial deficit position of the school. JN was attending to advise on the situation from the LA’s perspective and SW as HT of an AFACT school.</p> <p>The school had been through a restructure to address its deficit position going forward and one member of staff had taken voluntary redundancy. However, reviewing the end of year and 2022\2023 budget with an external adviser, identified that the financial situation was far more serious than previously thought and unsustainable. The position had been confirmed with Bromley Head of Finance and conversations held with JN on the next steps. The main factor was the falling roll.</p> <p>Items 3.3 and 3.3 were deemed confidential and would be minuted separately.</p> <p>3.4 <u>GB discussion</u> The position was further discussed. Governors would await the outcome of discussions by AFACT HTs on a shared leadership proposal.</p>		

<p><b>4 AOB</b></p>	<p>4.1 <u>Constitution of the GB</u>                  The current membership was considered. As B. Courtney’s term of office as a parent governor came to an end on 11 May there would usually be a parent election. There was also the vacancy for a co-opted governor. It was <b>agreed</b> that for the present B. Courtney be would be appointed as a co-opted governor and a parent governor election postponed until the school’s position was clearer.</p> <p>It was reported that due to personal circumstances Karen Jermy had requested that she remain as a governor but not attend meetings until the next academic year. This was <b>agreed</b>.</p> <p>4.2 <u>School entrance</u>                  Recent issues with the safety of the front door mechanism were discussed. It was agreed that this needed to be urgently discussed with the LA and addressed.</p>		
<p><b>5 Dates of next meetings</b></p>	<p><b>Curriculum Committee (CAPP): Monday 23 May 2022 at 6pm virtual</b>  <b>Finance &amp; Personnel Committee (RFSPGP): Thursday 9 June 2022 at 6pm</b>  <b>Full Governing Body: Monday 20 June 2022 at 6pm.</b></p>		

The meeting closed at 20.30

..... CHAIRMAN ..... DATE