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**Minutes of the Schools Forum – 2nd February 2024**

**Microsoft Teams Meeting.**

**Status: Draft**

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| **Name** | **Establishment** | **Representing** |
| Claire Whiting (CW) **Chair** | Redhill Primary Academy | Academies |
| Christobel Cousins (CC) | Lilleshall Primary School | Maintained Primaries – Newport Cluster |
| Sarah Roberts (SR) | High Ercall Primary School | Maintained Primaries – Wellington Cluster |
| Rachel Cook (RC) | Newdale Primary School | Maintained Primaries – Central Cluster |
| Darren Lennon (DL) | Linden Centre PRU | Maintained PRUs |
| Louise Lowings (LL) | Madeley Nursery School | Maintained Nursery Schools |
| Penny Hustwick (PH) | ABC Day Nurseries | PVI Settings |
| Robert Fox (RF) \* | Donnington Wood Junior School | Maintained Primaries – North Cluster |
| Simon Wellman (SW) | Director of Education & Skills | Representative of the Director of Children’s Services |
| Tim Davis (TD) | Finance Manager | Representative of the Director of Finance |
| Andy Wood (AW) | Senior Accountant - Schools | Representative of the Director of Finance |

\* For part of meeting only.

1. **Apologies - AW.**
   1. Apologies were received from:

Joe Edgar – Abraham Darby Academy.

Emily Tracey – The Bridge Special School.

Darren Lennon – Linden Centre PRU.

1. **Minutes of the 18th January 2024 meeting and matters arising - CW.**
   1. The minutes of the 18th January 2024 were accepted as a true and accurate record. A copy of the minutes can be found here:

[Minutes of 18th January 2024](https://www.telford.gov.uk/downloads/file/26785/january_2024_-_minutes).

* 1. There were no matters arising that would not be covered at this meeting.

1. **Early Years Budget for 2024/25 - TD** 
   1. The Forum were provided with a new paper which can be found here:

[Early Years Budget 2024 to 2025](https://www.telford.gov.uk/downloads/file/26811/february_2024_-_early_years_budget).

* 1. TD recapped from the previous meeting that the Forum had requested more detail to support the increased amount requested to be retained for early year’s central support costs. The paper at the previous meeting requested that the current top slice was extrapolated at the same rate for the increased income for early years funding. This resulted in a request for an additional £150,000 (£340,000 compared to £190,000).
  2. The paper presented showed the current expenditure, which totalled around £198,000, compared to the £190,000 retained. Figures were presented in the paper, modelling projected 2024/25 expenditure, including additional staffing and other costs required for implementation of the extended provision. The additional expenditure totalled £145,524 and the updated proposed retention was for £145,000, £5,000 less than originally proposed.
  3. SW stated that additional papers had been recirculated from a couple of years ago, which detailed how the early years team worked and was funded. This was intended to assist the Forum to make the decision.
  4. CW asked each member present if they wished to make comment or ask questions.
  5. CC – had contacted AW and questions answered.
  6. LL stated she had positive feedback from South cluster .
  7. PH commented that we need to go ahead and issue the funding rates to providers.
  8. DL stated he had nothing further to add to the discussion.
  9. RF – No comment.
  10. SR stated again had a discussion with AW and had discussed with cluster.
  11. RC had no further questions and had consulted with her cluster.
  12. CW asked if the funding was not approved would the funding go to settings budgets. TD responded that we had modelled the funding going back into the formula and the results were that of the £145,000, approximately £100,000 would go into PVI budgets, with the remaining £45,000 going into schools budgets. The average for each PVI would be around £900 and for schools with nursery classes the average would be around £1,500.
  13. CW moved the group to a vote, which resulted in six in favour and two against.
  14. SW asked when the 2024/25 financial year funding rates would be distributed to providers. AW stated that he would aim to get them out with contextual data on the following Monday.

1. **AOB - CW.**
   1. There was no further business and CW thanked the group for their time and attending the additional meeting. TD and SW added their thanks, as this additional meeting would enable us to distribute budget information much sooner, compared to waiting until the next Forum in March.
2. **Next Meetings**

The dates of the forthcoming meetings for the academic year 2023/24, are as follows:

* Thursday 14th March 2024
* Thursday 16th May 2024

[Planned Forum Meetings](http://www.telford.gov.uk/downloads/file/507/forum_meetings)