

Forsbrook C.E. (C) Primary School

**Minutes of the Extra Ordinary Meeting of the Full Governing Board held via Zoom on Wednesday 6th May 2020
10.30 am**

Present: Mrs C. Bratt (Chair), Rev I. Coates, Mrs G Hampton, Mrs W. Keeble, Mrs M. Lilley, Mrs K. Minor (Headteacher), Mr K. Reid.

In attendance: Mrs N. Mitton (Clerk to the Governors)

The meeting was opened with a prayer.

	ACTION
<p>Apologies and attendance</p> <p>Apologies were received and accepted from Rev J. Roberts. An interest was also declared.</p> <p>Mrs K. Cooke, Mrs S Herbet & Mrs T Leese all declared an interest in the agenda item and therefore were not present at the meeting. The Chair of Governors asked that it be noted that they were available to attend.</p>	
<p>Declarations of interest</p> <p>There were no further declarations of interest.</p>	
<p>Furlough of nursery staff</p> <p>Furlough of nursery staff was raised at the FGB meeting last week but at that time no guidance had been received from County nor HR. Since the meeting the headteacher has received confirmation that staff employed in the nursery can be furloughed. The nursery continues to receive government funding and therefore a calculation is used for the percentage ratio split based on the government funding and parent fees.</p> <p>The headteacher has reviewed this and advised governors that it is around a 50/50 split. Nursery would therefore continue to pay 50% of the staffing costs and apply for furlough support from the government for the other 50%.</p> <p>The nursery manager and headteacher have discussed how they would identify staff to furlough. They propose that governors consider keeping leaders in the workplace and furloughing the remaining staff. This will ensure that the nursery continues to operate effectively and safely. Governors asked for staff numbers. With the model proposed, 11 staff would be furloughed at a cost of around £12k per month. This would leave five staff who would continue to work. Governors were reminded that there is contingency in the budget but the nursery is likely to lose between £30 - £50k based on provision returning to normal in September. Governors were also asked to note that visits, open days and the usual level of marketing of the nursery had not taken place due to Covid19 therefore the cohort may not be full which may result in greater financial losses.</p> <p>The headteacher asked governors to consider three key questions:</p> <ol style="list-style-type: none">1. Should nursery staff be furloughed?2. If so, do governors approve of how staff have been identified?3. Will governors pay the 20% salary top up?	

