

Nutfield Church (C of E) Primary School

**59 Mid Street
South Nutfield
Redhill
Surrey RH1 4JJ**



Telephone: 01737 823239
E-Mail: info@nutfield.surrey.sch.uk

Headteacher: Miss Imogen Woods – BEd Hons (Oxon)
Deputy Headteacher: Mrs Anna Benjamin – BA PGCE

To: Finance Working Party
Mr Michael Hill (Chair of the Finance Working Party), Mr Sam Nicholls, Miss Imogen Woods
Copies to: Katharine Brooks, Acting Deputy Head
From: Daniel Walker-Cheetham, School Business Manager
Date: 22nd June 2022

RE: THE ARK - FINANCIAL MONITORING REPORT TO END MAY 2022

I enclose the Ark Financial Monitoring Report for the period to end May 2022.

REVENUE

Original Budget

The Finance Working Party agreed the Budget Plan for 2022-23 at their meeting on 21st April 2022 for recommendation to the FGB. Approval was given by the FGB at their meeting on 28th April 2022.

A paper copy of the Budget Plan for 2022-23 is held on file signed by the Chair on behalf of the Governing Body to be retained for audit purposes. The Budget Plan was submitted to the LA on 29th April 2022. We received official notification from the LA on 16th June that the Budget Plan for 2022-23 had been approved.

FEES

Current fees (from September 2019):

Morning: £5.60 per session (7.45 – 8.45 am) Afternoons: £11.20 per session (3.15 – 5.30 pm)

10% discount for siblings.

At the Finance Working Party meeting on 21st April 2022 a 5.4% fee increase was proposed, as per the budget, for recommendation to the FGB. Approval was not given at the FGB meeting on 28th April 2022 as some governors felt the increase was too low given the high level of care and the quality of provision we provide.

Following this meeting the Finance Working Party and Kristy Armer met on 8th June 2022 to discuss pricing. They looked at the fees of local schools in addition to some financial models. The group reviewed these and agreed to re-propose an increase for September 2022 with mornings at £6.50 per session and afternoons at £12.50 per session. The 10% discount for siblings will still apply.

The proposal was presented to the FGB in the form of an email sent by Michael Hill (Chair of the Finance Working Party) on the evening of 8th June 2022. This is yet to be approved by all members of the FGB.

NOTE 1:

On the 26th May 2022 we received an email from Surrey County Council Payroll Services advising us that a joint statement and final offer had been issued regarding the Surrey Pay Award for 2022/23. Once agreed the increase will be applied to salaries from July 2022. The offer is over and above Surrey's advice of a 2% increase for all support staff which was used for the 2022/23 budget.

This year's pay offer focussed on the lower grades with a graduated increase to all pay points below PS15. The offer provides greater enhancement to the pay of those support staff on lower pay grades with increases ranging from 2.5%-6.9%.

Following the announcement I updated the salary profiles to reflect the proposed increase and adjusted the forecast of out-turn for staffing accordingly. In addition, a new Play Leader has been appointed and is due to start in September 2022 so the overall position is an increase in staffing costs from £50,400 to £53,000.

NOTE 2:

There were some staffing absences in March 2022 and Fred very kindly stepped in to fill the gap. This meant that Fred was unable to fulfil his cleaning duties and so we increased our external cleaners to make up for this. The total cleaning cost for March was not invoiced until the end of April and so I have updated the forecast of out-turn to £770 to reflect this.

Given the increase in staffing costs and the additional unforeseen cleaning costs our estimated in year balance has decreased to £30,430 from the estimated £33,600 in the original budget. This is still a comfortable level and will increase as a result of the fee rise planned for September 2022 (fees to be agreed).