



The John Fisher School
Part A Minutes of the Resources Committee meeting
Held on 13th November 2025 at the School

Governors:		
Mr Noel McEvilly (NM)	Foundation Governor - Co-Chair	Present
Mr Aidan Tierney (ATi)	Foundation Governor - Co-Chair	Present
Mr Andrew Theobald (AT)	Foundation Governor	Present
Ms Grainne Grabowski (GG)	Foundation Governor	Present
Dr Anita McGowan (AM)	Foundation Governor	Present
Mr Robert Teague (RT)	Headteacher and Ex-Officio	Present

Attendees: Mrs I Hendley (IH) – Director of Finance and Operations
Mrs Y Epale (YE) – Diocese Observer
Mrs J Beeson (JB) - CEP Governance Clerk

Item	Minutes	Action
1.	Apologies for absence and declarations of interest ATi chaired the meeting and welcomed those present. Tony Newman-Sanders had sent apologies due to work commitments, it was also discussed that TNS had expressed an interest to move committee to the Teaching, Learning & Standards committee, which was agreed. The meeting was confirmed to be quorate. There were no declarations of interest in any agenda items.	
2.	Minutes from the previous meeting on 18th June 2025 DECISION: The Part A and B minutes of the meeting held on 18th June 2025 were agreed to be a true and accurate record of the meeting. <u>Update on Actions:-</u> 5. Cleanology will be discussed in this meeting, they were invited in for a meeting with RT, IH and ATi – completed.	
3.	Finance update 3.1 Budget monitoring – the governors thanked IH for the clarity of her finance reports and confirmed these were the format which they liked to inform their understanding. IH gave an update since the last numbers which had been sent to governors following her meeting with SMS when they had added a lot more information. They had gone through the revised budget to present to the LA at the review meeting. This confirms that in 5 years' time there will still be a half million deficit as opposed to breaking even in 2 years as previously had been advised. A governor commented that in discussions with the LA it should be made clear that the school needs more time to pay back the money owed, because the school needs so much maintenance work. A governor asked where IH had identified the major gaps?	

	IH said this related to things like and update of pupil numbers for this year at the time of the census and the fact that the contracts the school holds had been massively underestimated, there are 40 rather than the 15 identified. Also she had budgeted more realistically for maintenance, allocating £100K rather than the £60K (she advised they currently have 4 boilers not working). Also she respects the fact that they have to be more open with the LA. A governor said she agreed completely with this position.	
6.2	IH gave the breakdown of the in year deficit for 25/26 of -£287887; and the in year surpluses for 2026 through to 2030. These were: 26/27 = £34K; 27/28 = £239K; 28/29 = £271K; 29/30 £215K. She added that whilst repaying the LA the accumulative deficit remains c£500K	
6.3	YE advised that they should also be aware that 2025 is meant to be the peak of pupils numbers in secondary schools and they this will go down, which adds to the complexity of planning based on this criterion. A governor commented that Sutton's population has risen because of the nature of the education authority which might help. YE said that number are still dropping, Bromley is the only borough where this is not the case. RT added that the numbers were also hit due to the unfunded pay rises due over the next years, therefore they had to model based on that. The CoG commented that as long as the school can account for why there is a difference with the LA, this will support their meetings. The same issues are affecting all other schools therefore JF will not be seen as an outlier, as it was before. RT commented with regard to pupil numbers that there was an issue with admissions this term. Several Sutton schools had over-offered which had a knock-on effect for JF. As per the diocese instruction, JF has never over-offered, therefore this has bitten them this year. They lost a small number of students in late August/early September and as a result were 6 down on census day. He needs to look into the offer process, including the dates offers made. Likewise in the 6th form, this area is so competitive, with the grammars also increasing their intake and other competitive sixth forms offering at lower levels. Nonetheless the JF 6th form is bigger than last year (102 rising to 108). A governor asked about the effect of the increased hurdles for entry to the 6th form. RT replied that DJ had done the analysis which showed that without the hurdle they would have had more but they have got a more long term strategy and this will position the 6th form better. The school is expected to have the highest A Level value-added score in the LA this year which is all good for marketing. YE asked with regard to admissions what the school does e.g. in August telephoning the parents? RT replied they had a healthy waiting list which is why he needs to look into it and make sure they are managing the process properly. A governor asked if the 6 places had been filled since census day? RT said they will have but this still equates to the loss of significant funding. A governor asked if there was anything major other than the contracts and pupil number changes? IH said the apprenticeship levy had been forgotten.	

	RT added that the assumptions for salaries which SMS had used were that funding would rise, which is worth a huge amount because the bulk of the budget is salaries. Therefore the fact these are now likely to be unfunded makes a major difference. A governor commented that 83% of the budget is high for salaries and asked if it will go down? RT said it would but this will be difficult, they have been cutting to the bone and they have a lot of UPS teachers. A governor commented that this comes back to the same point of why the restructure was necessary. RT commented that support staff capacity is relatively low and there is little scope for saving money. A governor concluded that they need to talk to the LA and need to be realistic. If the funding formula then changes, the numbers will change. It however demonstrates that the savings they can make through the contracts must leave no stone unturned.	
6.4	Governors' funds – IH gave the breakdown of the various accounts including the School Fund and the covenants (of which she identified that £100K had been already allocated to items). A governor asked about the gift aid received? IH said that £50K was allocated to donations from gift aid. RT said that a staff member was doing analysis of who is paying in with a view to governors contacting parents to thank them or to prompt for gift aid. YE referred to another school who detail on their website what the School Fund is being used for and asked whether JF do this? RT said the link to the School Fund was on the website but agreed it needs to be made more prominent so that parents understand the value. IH agreed she would get photos of what had been achieved to support this – ACTION.	1.
6.5	Lettings income – IH said she had requested the accounts from School Space and will send these on to the committee – ACTION.	2.
6.6	Contracts – IH advised she had met with Cleanology's new Area Manager and Head of HR. She had given them a performance plan which the school expects and she has not yet signed the contract based on certain criteria. However, she confirmed that all the cleaners are now checking in on the school system and they can get a print out of attendance/times which operationally makes the process better. A governor said they nonetheless have to look at alternatives. IH agreed that Cleanology had made a lot of promises and they definitely know that JF is not happy with them.	
6.7	Catering contract – Hendersons met with IH and NM. A governor asked if they had considered taking the contract in house?	

	RT said he worried this would lose out on the economies of scale and that taking responsibility for staffing would bring additional risk. A governor said they felt a school should never take catering inhouse as this simply created another dimension to oversee. They need to do a proper tendering process. A governor said they need to also establish the acceptable quality bar as part of that and go into the schools where caterers work. A governor advised they must adhere to the tendering process with the correct protocols. She suggested that Church Marketplace would be able to do this and was worth it for the time and cost saved. The Chair confirmed they would address this contract and tendering in more depth next term – ACTION. Boiler maintenance contract – IH confirmed that Jayserv’s charge is £4207p.a. and the school is locked in until May 2026. A governor queried whether this was worth it, given they charge for work done, or to get in another engineer to do the current repairs on the boilers? IH confirmed that she had got other quotes in, including one from NCC for £600 for an alternative solution for the work whereas Jayserv wanted to replace the boiler. A governor proposed they asked Mark Smith at Synergy from the diocese about replacement boilers. IH agreed that if more were to go down this would present a major problem, particularly if this was the one for the kitchen. A governor suggested that the school might also consider a different approach to the thermostat levels/timings of when the heating goes on to save on energy use. He asked them to discuss this also with Martin (site team). A governor added that they should look at getting a timer system, as part of any work done, rather than being reliant on a manual process. IH confirmed that she had been shown by Martin, but otherwise he is the only person who knows how to turn things on. A governor commented that they should never rely on a single point of failure. A governor referenced the energy costs for gas and electricity, which have reduced with the various efficiencies: <table data-bbox="181 1720 987 1872"> <tr> <td>Electricity Jan 24 – Sept 24</td><td>£116040</td></tr> <tr> <td>Electricity Jan 25 – Sept 25</td><td>£54106</td></tr> <tr> <td>Gas 2024</td><td>£98630</td></tr> <tr> <td>Gas 2025</td><td>£68419</td></tr> </table> He said these were definite success stories, as this also included costs for the chapel. A governor asked for thanks to be passed on to Charlotte for her work on this. The Chair said he would get the full figures for energy consumption for the whole year ready for	Electricity Jan 24 – Sept 24	£116040	Electricity Jan 25 – Sept 25	£54106	Gas 2024	£98630	Gas 2025	£68419	3.
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	the FGB in December – ACTION.	4.
4.	Premiss update	
4.1	Health and Safety – IH advised that she had logged the fire doors issue on Statlog 42 days ago categorised as ‘threat to life’. RT confirmed that previously they had been advised this had to be logged by the contractors. IH has spoken to Marc Smith at Synergy every week, Tim came back and referred the matter back to the contractors. Since then she has been emailed by Tim again. A governor commented that this matter was first about a risk to life but was also about the school’s liability. They are working hard with the diocese but this is the fourth year they are starting an academic year without full compliance and she feels the liability position is unclear and therefore needs to be clarified with the diocese. It needs to be in writing who holds this liability. RT confirmed they had commissioned a report to understand the scale of the problem. The same governor said they had already received a report detailing all the faults and they had all been red. The gap was rather who is liable? IH said the diocese projected the cost at £160K and that was put in today (13.11.25) A governor asked if this included the date to do the work? RT advised some had already been done this term but there are still some outstanding. He agreed that he would chase on the matter and get the position in writing from Tim Brett – ACTION. A governor asked about the floors in the science block? RT confirmed this was a H&S issue and if there is any money left Marc Smith knows about it. IH agreed that she would reach out to Mark Smith about this – ACTION.	5.
4.2	Capital projects – A governor commented that the new carpet looks good and he noted the staffroom is being done. A governor asked if they could also get the painting done? IH confirmed the 6th form toilets work starts tomorrow (14.11.25). A governor asked about the servery which he feels is not compliant and an update about the pull down shutter? IH confirmed this still has to be done. A governor asked about the work in Kate’s office? IH advised this is not yet done. IH advised she had made funding applications for different projects - £207483 for the main school toilets; £116442 for the 6th form toilets; £170K for the science block; £160K for the doors. A governor proposed that they get them in to talk about work for January. YE advised they are not the decision makers and it would rather be Angela, Collette and the DfE who were.	6.

	The same governor suggested that they get a feasibility study done and tell the decision makers what they want to future proof the school. RT advised they had already invited Angela in. YE said the diocese owns the building so they need to talk to them. The Chair summarised that they need to have that conversation as they have already spent nearly £700K this year. He asked for an itemised spend on projects for the December FGB to demonstrate what was being done – ACTION. A governor commented that when talking about the pupil numbers earlier, they had to be aware that the school is competing with other schools many of which are much newer. This building is tired and therefore they need to get these projects moving. A governor asked about the Plough Lane roof? IH advised the work had been done, but it had gone again in a different place. A governor commented about the JFA income and asked for thanks to be sent to them for work which was being funded – ACTION. IH referred to other projects – solar panels at the beginning of December and IT equipment arriving 20.11.25. A governor asked about the air conditioning as the staff have been complaining about the heat over the summer term? RT added that the unions have also been very active about this. The Chair summarised that they need to do a comprehensive survey about which spaces have/do not have it. They need to be seen to be reacting to comments and have a process over a period. However, he added that the blinds need to be sorted to improve the situation. It was agreed that by Easter they would have a complete report so they were ready for next summer – ACTION.	7. 8. 9.
5. 5.1 5.2	Staffing 25/26 update <i>(Staffing initial curriculum modelling 25/26 document -- previously distributed)</i> RT advised there has been 1 resignation for the end of this term. A governor asked if they were advertising for a replacement? RT said at this point they were ensuring that key exam classes are all covered and they plan to condense the teaching hours, but it would be unlikely to get a suitable person able to start for January, but just in case they will advertise. RT explained for governors the curriculum modelling document where the aim was to reduce by 12 over 2 years, last year they achieved 6.6 therefore there is 5.4 to do. This would amount to losing the capacity of 220 periods which would only give 4 periods slack which is too little. Therefore various options are being considered, including the use of sports coaches for Games lessons. A governor asked if he would shape this paper into a proposal? RT said these were just the initial thoughts and will be dependent over the year on who leaves.	

5.3	A governor said they felt it was possibly too early at this stage in the academic year and there remained to many ifs. Sickness absence – RT distributed a report reviewing the breakdown of the same period in Jan 24 to Sept 25 and then in 25/26. The summary is that they have had 2 long term sickness absences this half term, therefore the number of days is more, however the number of individual absences is less. A governor commented that usage of the term ‘unwell’ and ‘illness’ is too vague and the reporting needs to be tightened. They asked for the report to be redone. IH agreed she will speak to the person recording absence about this and ask for the report to be redone – ACTION. RT commented that more of the absences are not due to sickness but for care purposes. YE asked if the school has a policy for this? RT said it did not and they need to have greater clarity. A governor advised that time off for these purposes does not have to be paid. There was wider discussion about how flexibility could be exercised. A governor asked if there had been good uptake of the flu vaccination? IH said she would get the number – ACTION.	10. 11.
6. 6.1	AOB The recruitment of the new Site Manager role was discussed which had been interviewed for yesterday (12.11.25). RT said he had received 2 references for the candidate. There was wider discussion around the skill set required and offered by the candidate. It was agreed that there would be a requirement for a person on this team to do the basics. A governor asked if they had considered the apprenticeship route?	
	Meetings dates for the Resources Committee 25/26 - Monday 9th March 2026 @ 5.30pm - Thursday 18th June 2026 @ 5.30pm	

The meeting closed at 7.40pm

Actions list: -

No	Action	For	Date	Comments	Status
Meeting of 13th November 2025					
1.	Promote the School Fund usage with photos on the website and at parents’ evenings.	IH / RT	a.s.a.p.		Open
2.	School Space accounts to be sent to the committee members.	IH	a.s.a.p.		Open
3.	Address catering contract review and tendering process.	IH / ATi	Spring term 26		Open

4.	Whole year energy figures to be presented at the FGB in December.	ATi	3.12.25		Open
5.	RT to chase the diocese on the fire door work project.	RT	a.s.a.p.		Open
6.	IH to reach out to the diocese about the science block floors work.	IH	a.s.a.p.		Open
7.	Itemised capital projects spend to present to the FGB.	IH	3.12.25		Open
8.	Thanks to the JFA for work funded.	RT	a.s.a.p.		Open
9.	Air conditioned report ready for Easter.	IH	Easter 26.		Open
10.	IH to ensure absence reporting is tighter and the report presented to be redone.	IH	a.s.a.p.		Open
11.	Number of staff taking up the flu vaccination offer.	IH	a.s.a.p.		Open
Meeting of 18th June 2025					
5.	Cleanology to be invited in to discuss the contract	ATi / NMc / RT	a.s.a.p.		completed

Part A minutes of the meeting held on 13.11.25. were agreed as a true record and signed by :-

Signed
Name
Date