

Finance Committee Meeting Minutes

Wednesday 30th November, 1:30pm-2:30pm

Present:

Paul Cooke (Gov Chair), Vanessa Newman (Acting Head) , Nicki Neilson (Admin Officer)

Apologies:

Helen Moloney

Audit recommended checks:

1	Check Income Folder	Oct 22
2	BACS (check for consecutive numbers) cross referenced with bank statements	

1. Minutes of the last meeting

Approved

2. Actions from the last meeting

Asset Register	HM to support TA's on an inset day for	3 rd Jan Inset Day
Strategic Review FOLS	Keep on agenda to engage new Head with bigger ideas for FOLS fundraising	Keep on agenda
Finance Meetings	First Tuesday of every month for HM to come in. Finance Committee meetings to be held 2 weeks prior a FGB meeting.	
Contact Wiltshire Council	To request funding for fencing and doors	done
Shed Roof	Speak to Casa maintenance and Parents	done
Dry Stone Wall	Send info on waller	Done
IT expertise	Recruit parents with IT knowledge to support IT strategy – potentially create an IT think tank to support the next 5/10 year IT strategy	Coopt Tim onto committee

3. Premises

Fencing – chase Wiltshire regarding safeguarding safety.

Fire doors – contact Wiltshire about fire inspection, highlight they raised the safety issue therefore how do we progress? Is it a fire safety issue in which case it's their building.

4. Pay Awards

Check in with Grant regarding Teacher pay awards. Is this an interim award?

Support staff – backdated to 1st April, more than anticipated and therefore over budget
Supplementary Grant doesn't quite cover it.

5. AOB

Strategy day needed. 3 year window before deficit, need a plan of action.

Catherine Hula – Overtime PC happy to speak to Cate about Overtime to get policies sorted.

Actions

IT Committee	Coopt Tim Coles onto Governing Body for IT project	NN to raise
Fire Doors	Speak to Wiltshire Council to highlight the Fire Safety Issue	NN
Warefence	Speak to Wiltshire Council to highlight the safeguarding issue with the fencing	NN
Pay Award	Teachers Pay Award – ask Grant if this is interim, PC not seen pay policy.	NN
Asset register	3 rd Jan inset to get this done.	NN & TA's