



Agenda

Finance Committee

*Empowering our children to flourish and achieve under God's love
John 10:10 Live life in all its fullness.*

Date	Wednesday 12 October 2022 at 7pm
Venue	Virtual meeting via Teams
Attendees	Simon Gibson Liz Savage (<i>Headteacher</i>) Chris Simpkins (<i>Chair</i>) Claire Tootill
Also in attendance	Tracy Adebulehin (<i>Head of Financial Operations -Bonitas</i>) Emma Akers (<i>Finance Manager</i>) David Page (<i>DHT</i>) Juliet Young (<i>Finance Manager</i>)
Clerk	Dawn Deykin

	Item	Action	Lead	Time
	Welcome and Prayer			2
1.	Apologies for absence (to be submitted to the clerk (clerk@jennetts.bonitas.org.uk) at least 24 hours in advance)	PRO	Clerk	1
2.	Declaration of business and pecuniary interests Governors should declare any interest in any matter that comes before the Governing Body or its committees and complete a new form if their declared interests change.	PRO	Chair	1
3.	AOB Urgent items must be submitted to the clerk at least 24 hours in advance.	PRO	Chair	2
4.	Minutes of the previous meeting and any matters arising. a. The Finance Committee is recommended to approve the draft minutes of the Finance Committee meeting held on 21 June 2022 [<i>JP-FIN-22-1-3a-JPFC210622-draft mins</i>]. b. Outstanding actions from last meeting c. To consider any matters arising from the minutes of the last meeting that are not covered elsewhere on the agenda.	DIS / DEC	Chair	5
5.	Finance Report The committee is recommended to receive: a. The Budget Monitoring Report (inc. final budget out-turn). b. An update on staffing: (i) Changes having a direct impact on the approved budget (ii) Staff absence c. An update on any significant variances to the 3yr plan.	INFO / DIS	EA/JY/ LS	20

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	d. Update on outstanding invoices. e. Lettings 2022/23. f. Debt recovery – wraparound care. g. An update on ongoing capital works.			
6.	SRMSAT The committee is recommended to appoint a governor to review the responses to the SRMSAT report prior to its approval by the committee for submission to the Trust.	DIS / DEC	EA	5
7.	GDPR The committee is recommended to receive confirmation that the school's GDPR certificate is current.	INFO	EA	1
8.	Health & Safety The committee is recommended to receive: a. A verbal Health & Safety report b. Premises Conditions Survey (if available) c. Accident/Incident report (staff/visitors/pupils)	INFO / DIS	LS	8
9.	Premises / Maintenance Report The committee is recommended to receive the school's Maintenance Plan.	INFO / DIS	LS	8
10.	SDP The committee is recommended to review priorities of the SDP with possible financial implications and consider how they will be monitored by the committee.	DIS / DEC	LS	8
11.	Terms of Reference The committee is recommended to review for recommendation to the LGB the ToR for the Finance Committee for 2022/23.	DIS / DEC	Chair	5
12.	Committee self-evaluation and review of its work What has been achieved today to support the children of the school?	DIS / DEC	Chair	5
13.	Any Other Business (to be submitted at least 24 hours in advance)	INFO / DIS	Chair	5
14.	Confidentiality The Finance Committee is recommended to agree if any items of business are confidential and should therefore be excluded from the published minutes and papers.	DEC	Chair	1
15.	Next Meeting The next Finance Committee meeting will be held virtually on 22 November 22 at 7pm.	PRO	Chair	1

Dates of future meetings:

- 17 January 23
- 7 March 23
- 10 May 23
- 27 June 23

In preparation for the meeting can all governors please:

- Read the minutes from the last meeting and check for accuracy and actions
- Read and be prepared to discuss all the attached meeting documents
- If you have any special roles such as SEND governor be prepared to give a verbal report