

to the music room. Three quotes have been obtained (there have been a lot of hurdles in getting these, including it being difficult to get materials for example). The quotes are now with the loss adjustor.

Questions and comments from the Governors were as follows:

- *Is it normal for Nick and Martin to have so much annual leave left to take or is this an impact of Covi (TBF)?* This is not unusual – it is an inherited issue but one which has been discussed with them so this should improve in the future. (PB).
- *Is there expected to be many more costs coming in – will the accounts be quite as positive as reported (TBF)?* Hopefully they should be – the only issue will be if something comes in unexpectedly (JS).
- *Do budget holders have a deadline to put purchase orders in (KR)?* It was agreed not to send an email to remind budget holders of their deadline but if something was urgently needed there is money there (JS).
- *If departments do not spend their budget is this carried forward (JR)?* No it disappears unless there is a good reason for expenditure or an unforeseen circumstance and if so, they must put a case forward (PB).

6. Bank Accounts and Cash Flow

It was reported that in terms of the bank accounts, the school is in a comfortable position. Mrs Rae highlighted that the audit will show more of the school as a ‘going concern’ and thus Governors need to be aware of how quickly the school is going through money and to look at the three year budget and cash flow.

Mr Worrall said that as per some information he had heard, there could potentially be some money coming in before September. Mr Buckland said that there has been a lot of information but as yet no dates. The union, ASCL, have reported that there will be a blanket lump sum for schools.

In response to a question from Mr Ray, Mr Buckland said that the expectation will be that the money is spent on the children, for example, extra tuition and that it will come in and go out again. Mrs Boving-Foster asked if mental health and pastoral considerations can be made with this pot of money? Mr Buckland answered that he would need to wait for the details but how the money is spent would be tailored to the need of each individual.

7. Draft three-year budget

Mrs Scott advised the committee that the budget previously circulated is the one which she inherited upon commencing her role. After discussions with Sally, it was concluded that the budget (which needs to be submitted by 29th September) needs to be completely re-worked from the bottom-up.

There was a short discussion about some of the headline numbers. Mr Buckland agreed with Mrs Scott that the budget really does need doing from scratch but that the picture will be better than the three year summary which Governors have viewed.

To conclude a meeting will be held in September with a re-worked budget in good time for submission.

9. Maintenance

This was covered under the management accounts and Mr Buckland had nothing further to add. In response to Mrs Rae's question about any other big projects over the summer break, it was confirmed that the music room was the only critical project.

10. Headteacher's Update

Mr Buckland felt that everything relevant to the Finance committee had been covered during the meeting. He added that school is open, running well and the cleaning is also going really well. There were no questions or comments

Mrs Scott reported that she will be having a go at completing the year-end process which will save the school some money. A Zoom meeting has been scheduled with Ian Thompson of Saint & Co. on Friday.

Date of the next meeting: to be confirmed. Mrs Scott and Miss McMann are working on suitable dates to work with accounting and payroll deadlines. This is on the agenda for the Full Governing Body meeting next week with the proposal from SLT that sub-committee meetings will continue to be held via Zoom. Mrs Rae agreed in principle with this.

The meeting closed at 6.25pm with a confidential item to follow.