



MINUTES OF THE MEETING OF THE FINANCE & RESOURCES COMMITTEE HELD 21 NOVEMBER 2017

Present: Mr Robert Hails (Chair)
Mr Chris Whelan

In Attendance: Ms Kim Saw - Director of Finance
Mr Jon Allen - Clerk

The meeting commenced at 18.00

APOLOGIES, QUORACY & DECLARATIONS OF INTEREST

1. Apologies were received from Del Attah and Richard Stephen. In the absence of the Chair it was agreed for Robert Hails to chair the meeting. The Clerk confirmed the meeting was quorate. Mr Robert Hails declared an interest in being a governor of Coulsdon College. There was no other declared of interest against any of the agenda items.

MANAGEMENT ACCOUNTS

2. The Management Accounts for 2 months up to 30 September 2017 were received. The following key points were noted:

- **Surplus / Deficit before non – cash items** Surplus for the period £383k (vs. budget £417k).
- **Retained surplus / deficit** (after deduction of depreciation and release of capital grants) surplus for the year £383k (vs. budget of £417k).
- **Bank & Cash** as at 30th September 2017: £2,585k.
- **Net assets** as at 30th September 2017: £13,353k (31st August 2017: £12,970k).

3. As the Management Accounts fall under the scope of the agreed Board Assurance Framework, the Committee is asked, having reviewed the papers and taken into consideration any management comments or actions, to agree on their level of assurance. The available categories of assurance are:

- Green = high assurance - no additional actions or monitoring are recommended at this point
- Amber = medium assurance – a further report is likely to be required at the next meeting
- Red = low assurance - additional actions are likely to be required and reported at the next meeting

4. Following review, a 'high' level of assurance (Green) was **AGREED** on the Management Accounts presented to the Committee.

5. It was **RESOLVED** to note the Management Accounts up to 30 September 2017.

FINANCIAL STATEMENT & ANNUAL ACCOUNTS YEAR ENDED 31 JULY 2017

6. The draft of the '*Financial Statement & Annual Report 2016/17*' was received. Also received was a copy of the Financial Statement Auditor's '*Audit Findings Report*'. Also made available at the meeting was the reconciliation of management accounts to the statutory accounts.

7. The financial statements of Reigate College have been prepared on a basis other than going concern as the College ceased trading on 31st August 2017. The activities, assets and liabilities were transferred to Reigate Learning Alliance, a multi-academy trust on 1st September 2017. The activities of the College will continue in the new entity, and hence no adjustment is required to the carrying value of the assets and liabilities as at 31st August 2017.

8. The Committee reviewed the reconciliation of management accounts to the statutory accounts and no issues of concern were raised.

9. In terms of the numbers in the Financial Statements, again, there were no issues of concern to report to the Audit Committee, as the numbers presented were in line with presented management accounts throughout the year.

10. The Committee reviewed the Audit Findings Report, and in particular, the parts of the audit report relevant to the Committee's terms of reference and the associated management responses. There were no issues of concern arising from the review of the Audit Findings Report.

11. Following a review of the financial figures and commentary in the Financial Statements, it was **RESOLVED** to inform the Audit Committee that there were no issues of concern to report to the Audit Committee.

12. A 'high' level of assurance (Green) was **AGREED** on the Financial Statements presented to the Committee.

STUDENT UNION ACCOUNTS

13. The Student Union Accounts for the period 1 August 2016 to 31 July 2017 were received for review.

14. Following review, it was agreed to note the Student Union Accounts.

15. It was confirmed that under the Articles of Association for Academies, there is no requirement to present Student Union accounts to the Trust Board or any committees of the Trust.

ANY OTHER BUSINESS

16. An update was made available on staffing cost pressures and possible premise changes.

17. The Committee received for information the latest financial modelling requested by the Transitions Unit. The model clearly demonstrated rising costs

against fixed income, resulting in forecast deficits in 2-3 years time. This clearly demonstrates that the Trust does not have the financial resources to cover the debts of Coulsdon College.

DATE OF NEXT MEETING

18. Monday 05 March 2018 @ 1800

The meeting closed at 18.45

Signed: _____ Date: _____
(Chair)