**Broughton Jewish Cassel Fox Primary School**

**Finance Committee meeting**

**Thursday 10 March 2022 @ 5.00pm**

**Venue – remotely**

**AGENDA**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Time** | **Agenda Item** | **Lead** | **Action** |
|  | 5.00pm | Welcome & apologies | Chair | To be noted |
|  |  | Verbal declarations of interest | Chair | Any interest relating to any agenda item needs to be disclosed. |
|  | 5.05pm | Minutes of last meeting (10.11.21) & matters arising | Chair | Read prior to meeting. For review and approval. |
|  | 5.15pm | Finance update to include:   1. 2021-22 management accounts 2. 3 year budget projections 3. Budget changes 4. Cashflow forecast | SBM | Read prior to meeting. For review and approval. |
|  | 5.30pm | Funding for two teaching assistants | SBM | For discussion/approval |
|  | 5.40pm | Audit updates:  5.1 Internal  5.2 External | SBM | For discussion Q&A |
|  | 5.50pm | Resource management toolkit | SBM | For review and approval |
|  | 5.50pm | Risk register update | SBM | For review and approval |
|  | 6.00pm | School Improvement Plan – financial aspects | Principal | For discussion Q&A |
|  | 6.10pm | Policies   1. Charges and Remissions Policy 2. Health & Safety Policy | SBM | For review and approval |
|  | 6.15pm | Premises, health & safety update | SBM | For discussion Q&A |
|  | 6.25pm | HR update including staff absence | SBM | For discussion Q&A |
|  |  | General data protection requirements (GDPR) update | SBM | For discussion Q&A |
|  |  | AOB | Chair |  |
|  |  | Date of next meeting: - Tuesday 17 May 2022 @ 5.00pm | Chair | To note |