**Rainow School Finance Committee Minutes**

**14th November 2022 8:30 a.m Part 1 (Via Teams)**

**Present:** Sue Berzins, Kirsty Garrett (FMSO), Jonathan Norris

Peter Grogan, Julien Rye, Rick Stockwell all joined the meeting at 10am

**Declaration of Interests:** There were no declarations of interest.

**Approval of Chair**

PG proposed Julien Rye and RS seconded this.

**Terms of Reference for the Finance Committee**

These were agreed subject to minor amendments.

**Part One Minutes & Matters Arising**

Action 1. There are still outstanding queries regarding a SEN child who left in May 2022.

Action 2. The exact amount of DFC remaining is still unclear.

Action 3, 4 & 5 have been completed.

Action 6. Ongoing.

**Pupil Premium Numbers**

JN and SB queried the pupil premium figures for 23-24. KG to check this information and report back.

**Supplementary Grant**

KG explained that this additional funding was to cover to help with the increased costs in salaries.

**EHCP Top up Funding**

JN queried why there did not appear to be any funding received for the 22-23 year for a SEN child who left in May 2022 (relates to Action 1 from previous minutes).

**ACTION 1**: KG to investigate and correct.

A Reception child did not appear to have received the additional 8 hours that had been agreed to fund her out of school care.

**Action 3:** KG to investigate.

**DFC**

The Double Glazing project has been completed. SB noted that the additional contribution of £7,777 had been taken from the LMS budget in October, but has liaised with Liam Lawton from the finance team and that has now been corrected. An additional journal was processed by Liam to deduct the costs from the DFC cost centre.

There was still some confusion as to the exact amount of DFC that is remaining.

**Action 2:** KG to confirm the exact amount of DFC remaining (outstanding item from previous meeting).

The replacement of the roof lights was completed over the October half-term. (This will be funded by via Capital Projects, not DFC).

KG asked SB to send details of journals required relating to transport for swimming sessions and hire of the water cooler.

**Action 4:** SB to send journal to KG

**PG left the meeting at 11.40am**

**Account code R9710**

JR queried what this account code was used for. KG reported that it was a calculation of our pupil numbers with a 2.5% increase. JR reported that this account code had previously been for Maternity, Teachers Rehab and Redundancy insurances and it looked like the maternity description had been overwritten by the 2.5% comment.

**Action 5:** KG to clarify what this account code is for.

The revised carry forward for 22-23 was calculated as £12,103, decreasing to -£120,970 for 23-24 and decreasing further to -£270,529 for 24-25.

**Note of Thanks**

JR thanked SB for her work over the last 22 years.

The meeting closed at 12.10 p.m.

**Date of next meeting:**

Potentially week commencing 6/3/23

**ACTION LOG**

|  |  |  |  |
| --- | --- | --- | --- |
| **What?** | **Who?** | **When?** | **Complete?**  |
| **ACTION 1**: KG to investigate why SEN funding for a specific child is still not correct | KG | ASAP |  |
| **Action 2** KG to confirm the exact amount of DFC remaining. | KG | ASAP |  |
| **Action 3.** KG to investigate why an additional 8 hours of SEN funding to support a specific child in out of school clubs, has not yet been received | KG | ASAP |  |
| **Action 4. SB to send journal to KG** | SB | ASAP |  |
| **Action 5.** KG to clarify what account code R9710 is used for | KG | Spring finance meeting |  |