

William Shrewsbury Primary School

Agenda – Finance & Resources Committee

Monday 14th March 2016 at 18.00

- Apologies
- Pecuniary interests
- Previous minutes (25th January)
- Matters arising
 - Finance Committee Skills Matrix
- SFVS Review (Schools Financial Value Standard) – submission 31st March
- 2015/16 Budget Out-turn & forecast for financial year end.
- 2016/17 Budget Status
- Confirm “Best Value Statement”
- Premises update
- AOB

- Date and time of next meeting
 - Monday 25th April 2016 at 6.00pm

WILLIAM SHREWSBURY PRIMARY SCHOOL – FINANCE & RESOURCES COMMITTEE - ANNUAL AGENDA

	Spring Term	Summer Term	Autumn Term
Meeting 1	<ul style="list-style-type: none"> • Set Draft Budget for following year and review input from other committees for funding • Obtain costings for bought in services provided and review value for money/quality obtained from the various support services employed • Undertake benchmarking exercise (February) • Review and submit best value statement. • Receive and review school fund accounts • Submit SVFS return (31st March) • Review annual Health & Safety reports 	<ul style="list-style-type: none"> • Review and closeout of previous years budget • Review of alternative income streams • Review Policies and procedures • Report on asset audit • Receive report from Premises sub group, including Fire Risk Assessment 	<ul style="list-style-type: none"> • Review and update the finance committee's annual programme • Review terms of reference of the financial committee • Update finance governor contact list and arrange induction of new finance governors • Pupil Premium Spending review • Receive report from Premises sub group, including Accident and First Aid review
Meeting 2	<ul style="list-style-type: none"> • Finalising the Budget and prepare to debrief full governing body. • Review Premises spend and finalise budget 	<ul style="list-style-type: none"> • Review Charges and Fees – Value for Money, also review premises recommendations regarding lettings charges. • School Fund Committee meeting • Security review and Risk Assessments 	<ul style="list-style-type: none"> • Update / review SFVS • Mid-year review of spend to date vs budget expectations • Ensure computer security policy complies with County Council minimum standards • Report on Premises audit and planned spend

updated 28 September 2015