

Clyst Vale Academy Trust
COMPANY NUMBER: 07564519
A Company Limited by Guarantee
Registered in England
Clyst Vale Academy Trust is an exempt charity

Minutes of Finance & Resources Meeting

Minutes of Committee Meeting held virtually using MS Teams, at 17:30 on Thursday 18th June 2020.

| Governors in attendance | | |
|-------------------------|-----|-------------------------|
| Kevin Bawn | KB | Principal |
| Laura Waycott | LW | Chair & Parent Governor |
| Simon Sanger-Anderson | SSA | Member Appointed |
| Paul Colin | PC | Member Appointed |
| Ben Brook | BB | Parent Governor |

| Apologies | Initial | Reason | Accepted |
|--------------|---------|--------|----------|
| No Apologies | | | |

| Additional attendees | Initial | Role/Organisation |
|----------------------|---------|-------------------|
| Ann Hopkins | AH | College Manager |

| In Attendance | Initial | Role |
|-------------------------|---------|-------|
| Mareena Anderson-Thorne | MAT | Clerk |

| ITEM NO | ITEM | ACTIONS |
|----------|--|---|
| 19/20.68 | <u>Declaration of Business Interests</u> None recorded | |
| 19/20.69 | <u>Attendance/Apologies</u> BB – Work commitment | |
| 19/20.70 | <u>Approve Minutes of the previous meeting</u> Minutes agreed as correct | |
| 19/20.71 | <u>Matters Arising</u> Financial impact of Covid 19 (update) Update was given by AH. Unlikely to get any costs back from DfE. Governors found the update very useful and praised AH for the hard work that had gone into it. Caterlink update SSA & MD have reviewed the contract. Both feel that the contracted is 'frustrated' and advised legal advice is sought. AH to send SSA & MD the questions we want to ask legal advice first. | None Get legal advice on Caterlink contract. |
| 19/20.72 | <u>Budget (Standing item)</u> Current budget position Update on current budget given. Running close to predictions. In year position £26.8k, when original budget had £29k. Confident in end of year plan, but this is dependant of the summer school position/provision with Covid. | None |

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| ITEM NO | ITEM | ACTIONS |
|----------|--|--------------------------|
| | <p>Draft 20-21 budget for discussion & FB Recommendation There have been some change since previously agreed in principal. Mainly timetable and staffing related. Discussion was had regarding the rising roll and potential staffing concerns.</p> <p>Budget was approved by the committee and will be recommended to Full board at next FB meeting.</p> | Add to FB agenda. |
| 19/20.73 | <p><u>Strategic Funding & Finance Issues (if known)</u></p> <p>None to report</p> | None |
| 19/20.74 | <p><u>College Managers Report</u></p> <p>Governors found the report extremely helpful and thanked AH for her hard work on it, it makes the whole meeting easier.</p> <p>No questions from the Governors.</p> | None |
| 19/20.75 | <p><u>Items at discretion of Chair</u></p> <p>Governors wanted to express their thanks to AH and her teams for the hard work that goes on behind the Teaching and Learning at CVCC.</p> | None |

The meeting ended at 18:30.

Signed CHAIR:-

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Approved as a true and accurate record of the Meeting on Thursday 18th June 2020.

Membership: 5 Governors – Quorum 3

| Name | Position | Name | Position |
|---------------|-------------------------|-----------------------|-------------------|
| Kevin Bawn | Principal | Ben Brook | Parent Governor |
| Laura Waycott | Parent Governor & Chair | Michael Davies | Co-Opted Governor |
| | | Simon Sanger-Anderson | Member Appointed |