



**An Daras Trust**  
Igniting Curiosity Growing Capabilities

Central Office  
Unit 4 Tamar Business Park  
Pennygillam Way  
Pennygillam Industrial Estate  
Launceston  
PL15 7ED  
01566 777503  
Email: [governance@andaras.org](mailto:governance@andaras.org)

CEO: W. T. Hermon

06/10/2021

### Minutes

#### **Finance and Strategic Development Committee Autumn 2021 Wednesday 6<sup>th</sup> October 2021 at 9.30am at central office**

**1. Welcome and Apologies**

**Present:** Jon Sharpe (Chair), Claire Paul, Peter Hague, Will Hermon

**Apologies:** Tim Woodward, Graeme Barriball

**In attendance:** Toni Martin (Governance Officer), Emma Gilbert (CFO), Jo Callow (Ex Officio)

**2. Declarations of Interest/Pecuniary Interests relevant to this Agenda**

None declared. WH & CP employees of An Daras.

**3. Re-Elect Chair/Vice Chair of FSD**

This will be complete at the Autumn full Board meeting.

**4. Confirm minutes of previous FSD Summer Meeting (16<sup>th</sup> June 2021) and Matters Arising**

No actions including from confidential minutes. Committee agreed the minutes and the Chair signed a copy.

**5. Confidential Agenda Items**

WH updated the committee on a number of staffing, premises and land matters.

**6. Review & Acknowledge**

The Academies Handbook (new version of AFH) was circulated to the board last term. WH noted a few changes including cyber security and that no ransoms can be paid. There are no changes to the funding agreements.

**7. Recovery & Improvement Plan**

The new Improvement Plan was made available to the committee. WH explained the recovery funding and tutoring provision, and the changes made following the RSS committee meeting. He discussed each school including the government funding, levels of PPG and SEN, catch up requirements and funding allocation. **The committee challenged that although there is a need to have a reserve, now is the time to spend additional funding on the children's needs and spend it wisely to enable them to catch up.** It was agreed that this support should be used for tutoring initially and then review in the spring term.

WH noted other costs that will come up this year such as cyber security and the development of the Woodland School at LT. It was agreed that a 3-5 year plan is required for the development of the site at LT. **Transport to the site was discussed and the potential need for a mini bus**, possibly a driver or staff training was also agreed, mainly due to the cost of hiring coaches which is cost prohibitive. Bringing payroll into the trust was also discussed and the associated costs with that

while it is initially set up. The plan for the Governance Officer responsibilities and the appointment of an assistant governance officer was discussed and agreed, note there will be additional costs incurred during the transition period. Finally, the potential costs involved with the new pre-school building were discussed.

#### 8. Review Income and Expenditure Against Planned Budget

##### a. Income and Expenditure Against Planned Budget

Finance management accounts for June and July have been made available to the committee previously. August is still being worked through in preparation for the audit. EG discussed the cash flow that is looking healthy, and noted the CIF payments. All expected payments can always be met. Outstanding SEN payments into the trust were noted. It was noted that there is likely to be a surplus that will be used to fund items of the improvement plan. **Concern was raised that there are other activities that the children have missed out on (music, cultural, residential etc) and perhaps this should be considered with additional funding?** It was agreed that enrichment funding should be looked at and planned, so when surplus funds become available, they can be utilised for this. **Action: TLA to ascertain what enrichment activities would benefit the children and associated costs.** EG noted the balance sheet and this was discussed.

##### b. Measure Budget Against Financial KPIs

Will be reviewed later in the term.

##### c. Virements and other transactions in accordance with the MAT Financial Regulations and Scheme of Delegation

No virements.

##### d. Approval of Expenditure of Sums over agreed Financial Regulations

The purchase of the land at LT was approved by the Board and the ESFA.

#### 9. Review Income Generation for MAT

Lettings and income opportunities have been stifled due to covid but opportunities will be looked at going forward. The Lettings policy has been updated in line with KCSiE. No investments currently.

#### 10. Capital Projects

Current CIF projects have been discussed previously – fire safety at SSCA and improvement work at Werrington. WH noted future potential projects such as fencing at SSCA, toilets across a number of schools and others. **Are the future CIF bid projects being tied into the capital surveys?** Yes this is all being incorporated.

#### 11. IT 3 Year Development Strategy Plan

A new version will need to be drawn up based on what has changed over the covid period. WH noted some of the changes over the last year such as cloud storage, superfast broadband, cyber security audit and school infrastructure. A new plan will be presented to the next committee meeting. **Action: IT 3 Year Development Strategy at next FSD meeting (WH)**

#### 12. Policy Review

Governor & Director Allowances – minor amendments

Procurement & Tendering – minor amendments

Reserves – adjusted slightly because of new pre-school, running at 4-6 weeks operating costs

All policies approved.

13. **AOB**

WH briefly highlighted the internal audit with minor findings. This will be discussed at the audit committee.

14. **DONM**

Summer Term – Wednesday 9<sup>th</sup> March 2022 at 9.30am at central office or via zoom

Meeting closed at 11 am.

TJH Martin

Governance Officer

**Distribution List:**

J. Sharpe – Director (Chair) T. Woodward – Director (Vice) C. Paul - Director P. Hague – Director G. Barriball - Director	W. Hermon – CEO Director E. Gilbert – CFO J. Callow – Ex Officio Observer
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