

## St John's Academy Finance Advisory Group

### Minutes of the Finance Advisory Group Meeting on 29 October 2019

No	Issue	Action
1	<p><b>Present:</b> Sean Hagney Steve McIntosh Jan Jack Christine Robertson Cheryl Gahan</p>	
3	<p><b>School Fund Update</b></p> <p>Cheryl confirmed that 2018/19 school fund had been sent to PKC for auditing.</p> <p>Cheryl provided summary of funds as at 29.10.2019</p> <ul style="list-style-type: none"> <li>• Award Ceremony – not received Common Good funding and -£3147.85 to come from General Fund. Cheryl to complete the application for future Awards funding on behalf of Parent Council. Next bid to be in for the February committee meeting.</li> <li>• Nursery Snack – positive balance moved over to 2019/20 but a significant number of invoices were still outstanding from 2018.19. Cheryl to speak to Louise regarding nursery snack money and provide feedback to Jan. Consider reducing snack charge to 50p, further discussion with Jan.</li> <li>• Fairtrade - £378.00 to be moved from Romania to Fairtrade – this is profits from the Bingo Tea.</li> <li>• Agreed to add in £1000 to the Fairtrade fund from General fund to support whole school events and advertising material. Suggestion to purchase a pop-up banner.</li> <li>• SFL Nurture running low – Cheryl to advise Lesley and application to come to the next meeting regarding future funding should they need this.</li> <li>• Battlefields 2019 -£45.24 – clear from General fund</li> <li>• Leavers Hoodies -£29.49 – clear from General fund</li> <li>• Money to Dress Down to be moved to General fund</li> <li>• Money to House Funds to be moved to General fund</li> <li>• Cheryl to check regarding negative balance on Activity Days – looks like duplicate orders committed.</li> </ul>	
4	<p><b>AOCB</b></p> <ul style="list-style-type: none"> <li>• Need to create new fund for Primary shows and keep record of P7 Show and P2 Nativity.</li> <li>• Need to create a new fund for Outdoor Classroom</li> <li>• Financial Bid for Photography Club received and agreed</li> <li>• Financial Bid for Ski 2020 trip agreed</li> </ul>	
5	<p><b>Constitution and Declarations</b></p>	

	Confirmed and agreed for 2019/20.	
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