



Notre Dame Catholic Sixth Form College

**Joint AUDIT & FINANCE Committee Meeting  
AGENDA**

**Wednesday 12th December 2018 @ 17:30, M1**

No.	Agenda Item	Paper	Action
1.	Apologies		
2.	Declaration of Interest		<b>Declare</b>
3.	External Audit Findings Report	<b>Enc</b>	<b>Approve</b>
4.	Letters of Representation - Regularity & Financial Statements	<b>Enc in above</b>	<b>Approve</b>
5.	Annual Report of the Corporation & Financial Statements Year End 31st July 2018	<b>Enc</b>	<b>Approve</b>
6.	Accounting Policies & Going Concern	<b>Enc in above</b>	<b>Approve</b>
7.	Variance reports 2017/18– i) Financial Plan to Outturn and ii) Finance Record year-on-year	<b>Enc</b> <b>Enc</b>	<b>Note</b>
8.	Finance Record 2017/18 and Financial Health	<b>Enc</b>	<b>Approve</b>
	AOB		
9.	Audit Committee: Annual Report of the Audit Committee	<b>Enc</b>	<b>Approve</b>
9.	Finance Committee: Additional meeting in January re: Financial Planning 2018/19 and beyond (Strategic Plan)	<b>Strategic Plan Enc</b>	<b>Note</b>

*Invited to attend:* Mr Scott Gillon (Wylie & Bisset)

**Membership:** Mr P Casey (Chair); Mr J Barnes; Fr. M Hall  
Mrs J Firn – Clerk  
Mrs M Ramsden; Mr D Wright; Mr C West, Mrs J Barlow

*At least three Governors, **excluding Staff and Students;**  
**the majority** of which will be Foundation Governors.*

**Quoracy:** A minimum of two members

**In Attendance:** Mr M Shillito (Director of Finance)