



Notre Dame Catholic Sixth Form College

**Joint AUDIT & FINANCE Committee Meeting
AGENDA**

Wednesday 11th December 2019 @ 17:30, M1

No.	Agenda Item	Paper	Action
1.	Apologies		
2.	Declaration of Interest		Declare
3.	External Audit Findings Report	Enc	Approve
4.	Letters of Representation - Regularity & Financial Statements	Enc in above	Approve
5.	Annual Report of the Corporation & Financial Statements Year End 31st July 2019	Enc	Approve
6.	Accounting Policies & Going Concern	Enc in above	Approve
7.	Variance reports 2018/19– i) Financial Plan to Outturn and ii) Finance Record year-on-year	Enc Enc	Note
8.	Finance Record 2018/19 and Financial Health	Enc	Approve
	AOB		
9.	Audit Committee: i) Annual Report of the Audit Committee ii) Gifts and Hospitality Policy iii) Committee's Terms of Reference	Enc Enc Enc	Approve Approve Approve
10.	Finance Committee: Financial Regulations	Enc	Approve
11.	Finance Committee – Date of Next Meeting 11 th March 2020		Note change of date

Invited to attend: Mr Scott Gillon (Wylie & Bisset), Mr Peter Harrison (TIAA);

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