**Finance Committee Meeting**

**Held on Wednesday 26th January 2020**

**Present:** L. Verdot

M. Guthrie

L. McDougall

H. Noonan

E. Boyle

**Apologies**: T. Carstairs

K. Stevenson

**1) Welcome**

Leigh opened the meeting and welcomed those present.

**2) Nomination**

L. Verdot nominated for chairperson, agreed and seconded by M. Guthrie.

M. Guthrie nominated for Treasurer, agreed, seconded by L Verdot.

E. Boyle nominated as member agreed and seconded by M. Guthrie. L. McDougall nominated as member, agreed and seconded by L. Verdot. K. Stevenson nominated as member, agreed, seconded by E. Boyle.

Committee welcomed new members, Yvonne Brolly and Claire Beatson.

**3) Committee Paperwork**

Constitution for current year along with Declaration and finance Guidelines will be sent out via email shortly.

**4) Constitution**

Committee agreed that the Chairperson is authorised to spend up to £250 without seeking approval.

**5) Minutes from last meeting**

The committee agreed the minutes from the last meeting.

**6) School Finances**

Margaret talked the committee through the school finances at opening of the new fund year. Discussed carry forward and future expenditure.

**7) Deficit’s**

Committee agreed that the pupil uniform deficit could be offset by the Tempest money in school account. Leigh in contact with finance re the staff uniform deficit as this was to be paid centrally. Also discussed the transport deficit which again the committee agreed can be offset from Tempest monies.

**8) Purchase of Equipment Request from RM2**

Committee discussed a request from RM2 for sensory items and was agreed and will be funded from the F. McLaughlin donations.

**9) Other and on-going spending**

Agreed further expenditure will be discussed a next meeting once we have a clear picture of funds expected to be received into account.