**FINANCE MEETING FRIDAY 20th October 2020**

**School Fund Finance Report re 20.11.2020**

Bank Balance as at 30.10.2020 - £29735:57

Outstanding Income - £543.84

Outstanding Expenditure - £21843.83

Total as at 20.11.2020 - £7347.90

Finance Reports distributed.

Awaiting Bank Statement to confirm current situation.

Also awaiting Invoice from P&KC re outstanding School Fund orders/payments.

Have contacted finance as last Invoice was August (normally monthly).

Heats & Minds (Clown Doctors)

A New Supplier Request completed and sent to Finance 20/10/20, finally approved.

Have contacted Hanan re P.O. no. on Invoice.

Have receipted first sessions and forwarded to finance hopefully payment will be processed without delay.

Hayley liaising with Parent Council re Orders to be paid from the monies raised by Ruth.

Once orders have been processed Parent Council will reimburse School Fund. This is best done direct into S/F account as cheques are now difficult to bank.

Cheques received from Parent Council sent to Incomes at Pullar House hope these have been banked but no way of knowing until next statement received.

‘See hear’ Monies re Rhona Pollock/Lindsay Harris (£500 ?) We were asked to raise Invoice, not possible. Not sure what is happening about reimbursement to S/F as orders taken from our ‘General Fund’. Hope monies will be deposited into account as it has been spent it in advance.

Donations: H. Jordan family donations Chq and direct to A/C. As above re Pullar House.

Also Y. Dickson/Carol have monies to donate. ? Still to be decided as how best to use.

**Prepared 20.11.2020**