



TREWIRGIE INFANTS' SCHOOL

COMPANY NUMBER: 7652964

Minutes of the Full Governing Board (FGB) meeting held at Trewirgie Infants' School, Redruth on Tuesday 21st September 2021 at 4pm via Zoom

Governors present

Kerry Raymond (KR) (Chair of Governors)
Cath Callow (CC) (Headteacher)
Emma Guppy-Wilcox (EGW) (Vice Chair of Governors)
Nadine Francis (NF)
Gerry Hulme (GH)
Mike Hall (MH)
Ian Eslick (IE)

In attendance

Amanda Baker (AB) – School Business Manager
Alex Stainer (AS) – Clerk to Governors
Darren Perry (DP) – Auditor, Francis Clark

| Item No | Item | Action |
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| 1. | <p>Apologies & Confirmation of quorum Apologies were received and accepted from Louise Pratley, Sara McAllister and Holly Hipkins. The meeting was quorate in accordance with the Articles of Association. The board meeting would take place using Zoom due to the impact of Coronavirus on face-to-face meetings.</p> | |
| 2. | <p>Declaration of Pecuniary Interests None in addition to those published on the website.</p> | |
| 3. 3.1 3.2 | <p>Audit Partner to present the 2020/21 (1st Sept 20-31st May 21) financial statement for approval It was noted that this would be the last set of accounts for the Trust due to the activity transferring to TPAT MAT on 1st June 2021, it covered a shorter period of 9 months.</p> <p>A copy of the annual accounts and audit completion report had been circulated just prior to the meeting. The accountants presented the accounts, highlighting the following:</p> <ul style="list-style-type: none"> • All activities had been transferred to TPAT, so TIS as a company is dormant, until it is dissolved in the future. • Reserves are £400k in unrestricted funds which is within the reserves level, these have transferred to TPAT. • The accounting officer statement highlighted there were no issues to report. • The report summarised there were no issues or material significance to report. • The transfer to TPAT was noted at appropriate places throughout. • It was noted that income was similar to last year. Boundary wall income was noted as significant but was in and out. • The net income expenditure line reflected a deficit of £149k reduced from last year on a shorter period. • Pension scheme: the share of the Cornwall Council assets and liability deficit was noted, this position has worsened based on assumptions and is the same across all schools. • GAG and other income funds were consistent compared to last year. • 'Other income' figure was in deficit due to an adjustment from last year. • Staff costs had increased due to covid cover. • Fixed assets had increased due to the expenditure during the year on such areas as building work and iPads. | |



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| | <ul style="list-style-type: none"> No issues were reported with debtors or creditors. Boundary wall works were noted as a large debt. | |
| 3.3 | It was concluded that there was just over £579k of unrestricted funds at the end of the period to carry forward, some of which were tied up in assets, which left £400k. | |
| 3.4 | <p>Draft audit completion report was circulated prior to the meeting. The accountants presented the report with the following highlights:</p> <ul style="list-style-type: none"> Due to the transfer to TPAT the accounts had not been prepared on a going concern basis. The adjustments were reported and completed; no outstanding adjustments to be made. It was reported that all internal control findings from the previous year had been fulfilled as far as possible by the Trust. | |
| 3.5 | Governor asked Were there any benchmarking figures available as in previous years? A As the accounts covered a shorter period than the usual academy year end, benchmarking hadn't been finalised. Once it had been completed it would be sent to AB. | |
| 3.6 | Governors agreed to approve the accounts; the final versions of the accounts would be sent to the school to print and be signed by the accounting officer and the Chair of the Board. CC would sign the letter of representation. | KR, CC |
| 4. | Minutes of FGB Meeting held on 26th April 2021 for approval | |
| 4.1 | It was agreed the minutes of the last meeting were an accurate record of the meeting. | |
| | Actions | |
| 4.2 | AS to circulate potential dates for approval. <i>Actioned.</i> | |
| 5. | Receive Financial Assurance report to end of May 2021 The LFS termly report had been circulated prior to the meeting. All systems were showing as green with no concerns. The report had been sent to the auditors. | |
| 6. | Closing the limited company – next steps Resignation of all but 3 Governors/Directors from the company was needed in writing via email. AS to email all with the appropriate wording. NF, CC and KR would remain as Directors of the company to process the dissolution of the company. AS to liaise with AB regarding what legal support was in place to close the company. | AS AS |
| 7. | Confidential None | |
| 8. | Any other business None The meeting closed at 4.50pm. | |