

**FINANCE COMMITTEE
ACTIONS AND KEY DECISIONS OF THE MEETING**

Meeting Date and Time:	Thursday 9 th October 2025 at 1.00pm
Location:	Futureworks
Present:	David McIntyre, Chair
	Chris Mayo, Member
	Paul McKibbin, Accountant
In attendance:	Ben Norris, Vice Principal, Clerk
	Kate Sayer, Secretary
Apologies:	None

No.	ACTIONS
1	This section contains commercially sensitive information and has been redacted. (4a-1)
2	This section contains commercially sensitive information and has been redacted. (4e-1)

No.	KEY DECISIONS
1	The accounts will be signed off at the Finance meeting taking place on 8th January 2025, which will be attended by the Chair of the Board of Directors.

**FINANCE COMMITTEE****MINUTES OF THE MEETING HELD ON 9th October 2025 @ 13.00 at FUTUREWORKS****CONFIDENTIAL**

Present: **David McIntyre, Chair**
Chris Mayo, Member
Paul McKibbin, Accountant

In attendance: **Ben Norris, Clerk**
Kate Sayer, Secretary

1. WELCOME BY THE CHAIR AND APOLOGIES FOR ABSENCE

The Chair welcomed the members to the meeting. All members and attendees were present.

2. DECLARATIONS OF INTEREST

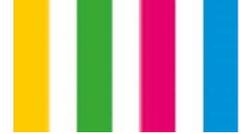
None declared.

3. COMMITTEE BUSINESS:

- a. Committee Business:
 - i. Minutes of 05.08.25 - The minutes of the meeting were approved.
 - ii. Action Tracker – The action plan was accepted by the committee and completed actions accepted. The following action was discussed in more detail:
 - [FC]August 2025 |4a(1) – This action was completed subject to presentation to the committee in item 4a

ITEMS FOR CONSIDERATION, DISCUSSION AND/OR RESOLUTION:**4. REPORTS AND PROPOSALS:**

- a. Financial update inc. quarterly management accounts – This section contains commercially sensitive information and has been redacted.
- b. OfS financial return (September 2025) – This section contains commercially sensitive information and has been redacted.
- c. Update on External Audit – The Auditors have completed 2 and a half days of data capture. [This section contains commercially sensitive information and has been redacted]. The accounts will be signed off at the Finance meeting taking place on 8th January 2025, which will be attended by the Chair of the Board of Directors. The audited accounts should be ready by the end of November. Gwyn Arnold has now left her position on the Board of Directors and David McIntyre has now joined; this is recorded in Companies House. These changes will need to be disclosed in the accounts.
- d. This section contains commercially sensitive information and has been redacted.
- e. Budget for 2025/26 – This section contains commercially sensitive information and has been redacted.
- f. Estates update – this item was covered in section 4a.
- g. OfS Capital Funding Project Grant 2025 – This section contains commercially sensitive information and has been redacted.



[Action: This section contains commercially sensitive information and has been redacted.] (4a-1)

[Action: This section contains commercially sensitive information and has been redacted.] (4e-1)

ITEMS FOR INFORMATION ONLY:

6. AOB:

None

7. DATES OF NEXT MEETINGS: 8th January 2026 @ 2pm