

ELTHAM COLLEGE

**Minutes of Finance and General Purposes Committee meeting held on
Tuesday 16th November 2010 at 7.30pm**

Present: Mr S R Charlick (Chairman), Messrs B C Carey, W Oram, R B Morgan,
and D A Robins with the Headmaster and Bursar *ex officio*.

Apologies

Apologies were received from Messrs C P J Muttukumar and A Robb.

F/10/16 Minutes of the Meeting held on Tuesday 8th June 2010

The minutes were accepted as a true record of the meeting and signed by the
Chairman.

F/10/17 Matters Arising

College Meadow/London Marathon

The Bursar reported that the school had now acquired management of the London
Marathon Sports Ground.

Art Centre

The meeting was informed that the works were currently out to tender, the last day for
returns being 29th November. This should enable information to be sent to Governors
before the end of the year.

Scholarships and Bursaries

The Headmaster explained how the current system of offer operated.

F/10/18 Draft FSSM Limited Accounts

These had been circulated prior to the meeting and were noted

F/10/19 Revenue Generation

A paper on Revenue Generation had been circulated prior to the meeting. The paper
was discussed.

F/10/20 Termly Management Accounts

The Budget versus Actual for the academic year 2010, the narrative on major
variances and the cash flow statement had all been circulated with the agenda.

After discussion the management accounts, variances and the cash flow statement
were noted.

F/10/21 Draft 2010 School Accounts Year Ended 31st August 2010.

These had been circulated prior to the meeting and represented the information
contained in the management accounts considered previously, but were set out in
statutory format.

The accounts would be brought to the next meeting in final draft form for approval
and recommendation by the Finance and General Purposes Committee that they be
adopted by the Governing Body.

The Fixed Asset Register was noted, as was the Five Year Cash Flow.

F/10/22 Draft Eltham College Pension Plan Accounts Year Ended 31st August 2010

These had been circulated prior to the meeting. The accounts were noted.

F/10/23 Financial Strategy

Two papers had been prepared by the Bursar and circulated prior to the meeting. The first was explanation around a ten year plan, and the second was the ten year plan itself.

The ten year plan was warmly welcomed by the meeting and seen as a living document.

F/10/24 Review of Debtors

An anonymous list of current fee debtors had been circulated with the agenda. The Debtors Report was noted.

F/10/25 Any Other Business

Auditors Appointment Letter

It was agreed that the Chairman should sign the auditors' appointment letter

Dates of Future Meeting

These would be agreed at the Governing Body meeting the following week.

Chairman

Date