

## FINANCE AND GENERAL PURPOSES COMMITTEE

### MINUTES OF MEETING HELD ON TUESDAY 23rd JUNE 2009

#### PRESENT:

<b>Committee Members</b>	John Barker (Chair), Liz Kershaw and Derek Lyon
<b>In Attendance</b>	Alan Eccles (Chief Finance Officer)
<b>Clerk</b>	Ed Elvish
<b>Apologies</b>	Dave Kelly

#### 1 Conflict of Interest

Members confirmed that they had no conflict of interest with the business of the meeting as detailed in the agenda.

#### 2 Minutes

##### Documents received:

- Minutes of the meeting held on Tuesday 19<sup>th</sup> May 2009

The Minutes of the meeting held on Tuesday 19<sup>th</sup> May 2009 were agreed and signed as a correct record.

#### 3 Matters Arising

The Principal and Alan Eccles reported that they were anticipating being called to a meeting with LSC later in the week to discuss the Buildings Project. The Chair of the Corporation had written to LSC both locally and regionally emphasising the College's readiness to commence work if and when invited. Alan Eccles was asked to update the Chair of F & GP in advance of the July Corporation meeting on expenditure so far on the Buildings Project and arrangements for its reimbursement.

#### 4 Budget 2009-10

##### Documents received:

- Budget 2009-10

Alan Eccles updated the meeting on budget developments since the May meeting. An allocation of 2.5% has now been included for staff pay awards although the expected figure is slightly less than this. £30,000 is included for the hire of Portacabins. The budget has been prepared without reference to the Buildings Project and produces an anticipated surplus of £160,000.

Capital expenditure has been set at £124,000, of which £83,000 is on IT including provision of two new servers to counter the present slowing down of the system. In cash terms it was reported that the set budget was balanced and static. However, a reduction in the amount of cash held in reserves will be reflected in the management statistics but the Committee was assured that all was still healthy in financial terms.

## **5 Three Year Financial Forecast 2009 - 12**

### **Documents received**

- Three Year Financial Forecast 2009 - 12

Alan Eccles reported that LSC had been contacted before preparation of the forecast in view of the uncertain status of the Building Project. The response was that the exercise should still go ahead although, until there was a decision on the buildings, the reduced credibility of the forecast was acknowledged. The Committee agreed that in the light of this the document had little significance but that it would be submitted by the end of July as requested.

The increase in projected income is almost equally due to the increase in the anticipated number of students and the inflationary element in the unit of resource.

Alan reported that there was a dilemma about how to tackle the physical accommodation of the larger student cohort, with the two options being mobile classrooms (approx £30,000 per year) or the building of a classroom extension (approx £90,000 in total)

## **6 Schedule of Meetings**

It was agreed that next year the February meeting of the Committee would be scheduled one week earlier and the May one would stay where it is in view of the proposed later date of the April/May full Corporation meeting.