



**Millthorpe School  
Finance & Staffing Committee**

**Wednesday 28<sup>th</sup> November 2012  
In the School Library  
At 6:00 PM**

**Agenda**

1. Apologies – Welcome & Introductions – Declaration of Interests
2. Election of Committee Chair / Vice-Chair
3. Review of Committee Terms of Reference (attached)
4. Minutes of previous meeting held on 1<sup>st</sup> May 2012 (attached)
5. Matters Arising
6. Review of Period 6 Monitoring report (attached)
7. Revised Budget Report proposals 2012-13 (attached)
8. Schools Financial Value Standards (attached) To include review of:  
Scheme of Delegation to Headteacher  
Governors' Authority to Postholders  
Statement of Roles and Responsibilities for Financial Management
9. Support Staff structure changes
10. Audit Report (attached)
11. School Fund (attached)
12. Policies
  - 12.1. Pay Policy (to follow)
  - 12.2 Procurement Policy (attached)
  - 12.3 Examinations Policy (attached)
13. Confidentiality
14. Dates of future meetings – all at 6pm:  
Wednesday 13<sup>th</sup> February 2013  
Thursday 2<sup>nd</sup> May 2013  
Tuesday 18<sup>th</sup> June 2013

Circulation

Mr T Burton (Headteacher)	Mr T Hooper
Mr B Sydes	Mr S Boorman
Mr B Schofield	Mr M Glover
Mrs E Robertson	Mr M Burton
Mrs P McIntyre	Mr R Bridge

In Attendance

Mr S Butterworth (Deputy Head); Mr A Collins (School Business Manager); Mrs S Sweeting (Bursar)

*If you are unable to attend this meeting please tender your apologies to the clerk, Amy White, on 01904 554210 or by email to amy.white@york.gov.uk.*