

**JOHN LEGGOTT COLLEGE**

Minutes of a meeting of the Audit Committee  
held at the college on Tuesday 26 November 2019 at 3.30pm

**PRESENT:** Mr J Aslam (Chair)  
Mr J Fitzgerald  
Mr D Harness  
Mrs A Moore

**IN ATTENDANCE:** Mr C Barstow (External Auditor: Mazars)  
Mr A Douglas (Chair of Financial Monitoring Committee)  
Mrs J Hirst (Director of Finance & Resources)  
Mrs C Holmes (Deputy Principal)  
Mr L Riley (Principal)  
Mrs B Robinson (Director of Governance)

1 **Apologies**

There were no apologies for absence, everyone was present.

**RESOLVED** that this be noted.

2 **Declaration of Interests**

There were no declarations made at the meeting.

**RESOLVED** that this be noted.

3 **Minutes**

**RESOLVED** that the minutes of the meeting (Part A) held on 24 September 2019 be approved as a true record and signed by the chairperson.

4 **Matters Arising**

There were no matters arising not covered elsewhere.

**RESOLVED** that this be noted.

5 **Student Leadership Team Accounts**

Consideration was given to the accounts which were tabled at the meeting. Mrs Hirst reported that the accounts showed a small amount of activity; 1 payment and 9 receipts. Separation of duties was outlined.

**RESOLVED** that the accounts be received.

chairperson's signature .....

6 **John Leggott Student Trust Fund**

Mr Riley advised that the Trust members had met last night. The Trust was accumulating cash and members were looking at how best to disseminate it. The Barbara Brown Trust was linked to progression in languages and the potential number of eligible candidates was dropping every year. The members were looking at changing the focus to support primary schools to install a passion for languages within learners at an earlier age.

**RESOLVED** that this update be received.

7 **Any Other Urgent Business**

There was none.

**RESOLVED** that this be noted.

8 **Reminder of Future Meeting Dates**

**RESOLVED** (a) that it be noted that future meetings would be held on the following dates at 5:30pm:

- Wednesday 26 February 2020 – apologies from Mr Harness
- Tuesday 16 June 2020