

AUDIT COMMITTEE MEETING
Wednesday 12 June 2024 at 5.00pm
MINUTES

Present: Chairman: Gareth Bullen

Members: David Flinton Tim Griffin Jason Saunby Nick Bland

Also present: Phil Rumsey, Principal (by invitation)
Tania Exley-Moore, Assistant Principal (by invitation)
Lesley Clemmet, Director of Finance & Resources (by invitation)

Heather Campbell, Clerk to the Corporation

1. **Apologies for absence**

No apologies received.

The meeting was quorate with 5 members being present.

2. **Declaration of any personal conflicts of interest**

None.

3. **Minutes of the previous meeting.**

a. **Agree minutes.**

- i) The Minutes of the meeting held on 28 February 2024 were approved at the 16 April 2024 Corporation meeting.

The Chair asked members if they had any matters they wished to pick up in the minutes and there were none raised.

b. **Updates from Clerk or College Management – None.**

c. **Action previously agreed.**

The Chair noted that the WIP actions were completed and there were no actions raised in the 28 February 2024 committee meeting.

d. **Matters arising not covered in agenda below**

None raised.

4. **Receive Annual Risk Management Summary Report**

See confidential minute.

5. **Discuss Wylie Bisset Internal Audit Reviews**

See confidential minute.

6. **Receive updated NYES Health & Safety Inspection Reports**

See confidential minute.

7. **Annual Review of Committee's Terms of Reference and propose any changes to the Corporation**

The Chair referred members to the Audit Committee's Terms of Reference and asked if there were any amendments required.

There were no amendments suggested and members agreed the Terms of Reference were fit for purpose.

8. **Review List of College Policies the Committee is responsible for**

The Chair referred to Paper F and noted that there were no outstanding policies for review.

9. **Any discussion item(s) to be classified as "Confidential & Restricted"**

Members considered their discussions and agreed that items 4., 5., and 6. be classified as confidential as well as the standing confidential item 12. There were no discussions that required classification as confidential & restricted.

10. **Any Other Business**

The Staff Governor highlighted with members that the Creative Art Exhibition is next Thursday and the Clerk has sent an invite to all of the governors. There will be a sticker option for anyone who wants to reserve a piece of artwork.

A member asked if the students have agreed to their artwork being given to anyone who wants it.

The Staff Governor advised that technically the artwork belongs to the College as we have paid for the materials used but we will ask the students if they are happy with the sticker option on the artwork.

There were no other matters raised.

11. **Date of Next Meeting November 2024 TBC**

12. **Confidential Item(s)** – *See separate minute*

There being no further business to discuss the meeting closed at 6.15pm