



Belonging, Believing,  
**Breadalbane Academy**  
 Aspiring, Achieving!

Meeting:	School Fund Meeting	
Date & Time:	Thursday 30 <sup>th</sup> September 2021 12pm	
Location:	Teams	
Attendance:	JD, KL, RE, NF, SD,	<b>Action</b>
Apologies:	VM, RM	
1)	<p><b><u>Welcome</u></b></p> <p>JD welcomed everyone to the meeting and put in apologies received from RM and VM.</p>	
2)	<p><b><u>Minutes</u></b></p> <p>KL went over each action point from the previous minute and noted that all actions had been completed.</p> <p>Minutes approved by SD.</p>	
3)	<p><b><u>Account Update / Balance Transfers</u></b></p> <p>KL presented the summary of account at the end of September. KL noted that so far there have not been many transactions via the SF.</p> <p>Small overspend on project 11 due to items costing more than was advertised on the website. KL requested monies from GR to cover overspend – approved.</p> <p>JD to invite SD to DofE meeting to the future of DofE and to discuss funds previously borrowed by DofE for the purchase of tent poles.</p> <p>JD asked KL to email VM and KW regarding Nursery Inclusion Fund that was awarded into the SF earlier in the year.</p>	<p>KL</p> <p>JD</p> <p>KL</p>
4)	<p><b><u>School Fund Audit Updates</u></b></p> <p>KL informed the committee that the audit for SF 2019/20 and recently taken place. The audit went well with no issues brought to the table. KL was able to answer all queries. There was one action, however this is a new action the auditor has asked to be implemented across all school. KL will out the audit certificate on the website once received.</p> <p>KL also informed the committee that the deadline for submission of the SF 2020/21 is 8<sup>th</sup> October. KL has the accounts reconciled and ready to be submitted. KL will inform the committee when a date for the audit to take place has been set. JD noted that it would be an idea for another member of the committee to join the audit meeting to give them an understanding of what takes place.</p>	
5)	<p><b><u>School Fund Requests</u></b></p> <p>S Thorne, PT Performing Arts requested £110 / £170 to purchase music arrangements for music groups starting back up. KL noted that she has requested ST to confirm the exact amount she is requesting as it is unclear on the request form. A discussion took place regarding submissions from the Performing Arts. The request was approved, with the stipulation the department share their music sheets with the Primary and that old music sheets are recycled and used by the groups once again.</p> <p>M Turnbull, Music teacher requested £150 to purchase music sheets for the choir groups - approved, with the stipulation the department share their music sheets with the Primary and that old music sheets are recycled and used by the groups once again.</p>	<p>KL</p> <p>KL</p>

<p>R Edwards, Mathematics teacher requested £156 for pupil entries for UKMT national maths competition – approved.</p>	<p>KL</p>
<p>S Rudie, Technical teacher requested £18 to pay for the use of the 3D printer in the library. This will assist with printing costs for her Graphic Technology Club – this was approved. JD asked KL to inform SR that the SF will increase her bid to £50 to allow for additional printing costs.</p>	<p>KL</p>
<p>M Grant, Primary teacher request monies to cover the cost of an oven to place in the upstairs kitchen within the primary. This would allow teachers to do cooking and baking with pupils – denied as this is not an extra-curricular request. KL to pass this request to RM and ask her to contact the IIL team to obtain costs. JD fully backs this request.</p>	<p>KL</p>
<p><b>AOCB</b>  KL informed the group that notification of the Educational Trust Grant had been received. KL reminded the committee what this grant had been used for over the previous couple of years. KL suggested that this grant would be useful if put towards the costs of travel for pupils when attending trips on the minibus. This was approved.</p> <p>JD thanked everyone for attending and closed the meeting.</p>	

Distribution:  
Mr Devine  
Mrs Leighton  
Mrs Munro  
Mrs Marshall  
Mr Douglas  
Mrs Ferguson  
Mr Edwards

Signed: 

Date: 16/12/21