

**Minutes of the Meeting held on**

**Thursday 15 December 2022**

*(Held via Zoom)*

Present: Jenny Barnard Langston (*JBL*) – *Chair*

Christine Bartley (*CB*)

Trevor Cristin (*TC*)

Matt Davis (*MD*)

Archdeacon Martin (*ADM*)

David Etherton (*DE*)

Wendy Cooke (*WDC*)

Caroline Byrne (*Clerk*)

Apologies: Claire Rivers (*CR*)

Lesley Hurst (*LH*)

## **1. Welcome and Opening Prayer**

JBL welcomed all to the meeting and MD opened the meeting with prayer.

## **2. Declarations of interest**

No new interests were declared.

## **3. Apologies**

Apologies were received from Claire Rivers and Lesley Hurst.

## **4. Annual Report and Financial Statements for year end 31 August 2022**

DE presented the annual report and financial statement for the year end 31 August 2022 to the board for sign off, noting there was nothing to add following the presentation of the accounts at the Annual General Meeting.

### **4.1. BOAT audit findings report**

The audit highlights one high priority; Trial Balance; in which the auditors recommend the trust use the accounting software for all reconciliations to ensure the trial balances agree with the supporting documentation. DE noted that this has been a fault due to the software and that all other findings had been completed to meet the deadline.

It was also noted that finding 3; Pupil Premium - The pupil premium funding remittances have since been allocated and accrued as appropriate.

CB queried if the ESFA had been in touch with BOAT requesting further information regarding the level of reserves the trust holds. DE advised accounts would be made available to the ESFA if requested and is confident monies are correctly allocated.

Trustees have an open forum to contact the auditors now or in the future with any queries. BOAT will meet with the auditors in the New Year to plan for the year ahead.

Trustee accepted and signed off the annual report and financial statements for the year end 31 August 2022.

## 5. Trustees Report for year end 31 August 2022

DE presented the trustee report and noted additional detail had been added to the reserve policy section.

Trustees agreed to sign off the trustee report for year end 31 August 2022 with the minor additions.

## 6. AOB

There were no other items of business.

## 7. Dates of next meetings (Appendix 1)

The dates of the next meetings are listed below. A members meeting will be scheduled for January 2023 to receive the accounts.

## 8. Closing Prayer

MD closed the meeting in prayer.

### Appendix 1

#### Date of next BOAT meetings

DATE	MEETING	ATTENDEES
25 January 2023 Online, 12pm - 2pm	Finance, Audit and Risk Committee	FARC Committee Members
6 February 2023 Online, 6pm – 8pm	Board Meeting	All

The Chair closed the meeting at 1.15 pm



---

Jenny Barnard-Langston  
Chair of Trustees