

## GOVERNING BODY OF GODALMING COLLEGE

### Minutes of the Godalming College Audit Committee meeting held at the College on Tuesday 15<sup>th</sup> May 2018 at 6.30pm

Present:

Claudia Rowell (Chair)	Geoff Howes	Shirley Price
------------------------	-------------	---------------

In attendance:

Mark Crowther (RSM)	Sharon Harmon (Clerk to the Board of Trustees)	Shaneel Shajpal (Finance Manager)
Emma Young (Principal)	Helen Kay (External Consultant)	

		Action
<b>1</b>	<b>Apologies for Absence</b>	
	None	
<b>2</b>	<b>Declarations of Interest</b>	
	There were no declarations of interest for items on the agenda.	
<b>3</b>	<b>Draft Minutes of the meeting held on 4<sup>th</sup> December 2017</b>	
	The minutes were signed by the Chair as an accurate record.	
<b>4</b>	<b>Matters Arising</b>	
	<p>Emma Young confirmed a review of the College website had been carried out to ensure that it is GDPR compliant.</p> <p>Emma Young reported that as GDPR training was relevant for all Trustees, GDPR training would be delivered to the Full Board rather than at the Audit Committee meeting. It has been agreed that Joe Yeadon (the College Data Protection Officer) will deliver a presentation on GDPR at the July Full Board meeting.</p> <p>Emma Young confirmed the revised College Complaints Procedure will go to the June/July committee meetings.</p> <p>Emma Young confirmed the ToRs had been amended to reflect new approach.</p>	
<b>5</b>	<b>College Accounts to 31<sup>st</sup> December 2017</b>	
	<p>Mark Crowther (RSM) presented their Draft Audit Findings Report for the College for the period ending 31<sup>st</sup> December 2017, summarising the approach taken. Mark highlighted that the report is prepared on the basis that Godalming College (Sixth Form College) dissolved as an entity on 1<sup>st</sup> January 2018 at which point all assets and liabilities and activities of the College transferred to Godalming College (Academy Trust). Therefore the financial statements for the period ended 31<sup>st</sup> December 2017 are not prepared on an ongoing concern basis. The year end being reported as of 31<sup>st</sup> December reduces the period to a 5 month period which has resulted in required adjustments to be made to the numbers on the balance sheet.</p> <p>The committee reviewed the Draft Audit Findings Report with Mark Crowther.</p>	

	<p>Members queried Mark Crowther about how the accounts will be compared against the previous year going forward with the unusually short period and different reporting date with this final set of accounts. Mark Crowther confirmed that the next set of accounts for Godalming College Academy Trust will be a stand-alone set of accounts and will be prepared as the first set of accounts for a completely new entity that is the Academy Trust. Therefore there will be no previous accounts to compare against.</p> <p>The Committee reviewed the College Accounts to 31st December 2017. Helen Kay confirmed she was happy with the accounts from an auditing perspective.</p> <p><b>The College Accounts to 31<sup>st</sup> December 2017 were agreed for recommendation for approval by the Full Board</b></p> <p><i>Shirley Price left at 6.55pm.</i></p>	
<b>6</b>	<b>Whistleblowing</b>	
	There have been no reports received.	
<b>7</b>	<b>AOB</b>	
	None	
<b>8</b>	<b>Date of next meeting</b>	
	Monday, 18 <sup>th</sup> June 2018 at 4.30pm	

The meeting closed at 7pm.

Signed .....

Date.....