

CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

**Notice of a meeting of the Facilities & Finance Committee
to be held via Zoom at 7.45am on Wednesday 28th April 2021**

A G E N D A

- 7.45am 1. **Apologies for Absence**
2. **Declaration of Interests** – to declare any business interests or conflicts of interest additional to the Annual Register, or the receipt of gifts or hospitality
- 7.50am 3. **Minutes of the Last Meeting** – to approve the minutes of the last meeting held on 12th February 2021 (*attached*)
- 7.55am 4. **Matters Arising** – to discuss any matters arising and not covered as a separate agenda item:
4.1 – Item 4, Para 7 - Artificial Pitch
- 8.00am 5. **Chair's Action** – to note any actions/approvals taken since the last meeting
- 8.05am 6. **Financial Update** – to review February 2021 Management Reports (*attached x4*)
- 8.20am 7. **Audit Responsibilities** – to receive ICE Report 1 (*attached*)
- 8.25am 8. **Campus Development & SSEF Project** – to receive verbal update and progress reports (*attached x2*)
- 8.35am 9. **Lettings Policy and Rates 2021-22** – to approve, unchanged rates apart from the new facilities (*attached x2*)
- 8.40am 10. **IT Update** – to receive verbal update
- 8.45am 11. **GDPR** – to receive a verbal update
- 8.50am 12. **Any Other Business**
- 8.55am 13. **Date of Next Meeting** – to agree as 7.45am on Wednesday 23rd June 2021