

## CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

**Notice of a meeting of the Facilities & Finance Committee  
to be held in the Headteacher's Office at 8.00am on Wednesday 24<sup>th</sup> April 2024**

### **A G E N D A**

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|--------|---|
| 8.00am | 1. <b>Apologies for Absence</b>   |
|        | 2. <b>Declaration of Interests</b> – to declare any business interests or conflicts of interest additional to the Annual Register, or the receipt of gifts or hospitality |
| 8.05am | 3. <b>Minutes of the Last Meeting</b> – to approve the minutes of the last meeting held on 7 <sup>th</sup> February 2024 ( <i>attached</i> )                              |
| 8.10am | 4. <b>Matters Arising</b> – to discuss any matters arising and not covered as a separate item below   |
|        | 5. <b>Chair's Action</b> - to report any actions/approvals taken since the last meeting   |
| 8.15am | 6. <b>Financial Update</b> – to receive verbal update and review January 2024 Financial Management Reports ( <i>attached x3</i> )   |
| 8.25am | 7. <b>Campus Development</b> - to receive verbal update   |
| 8.35am | 8. <b>Audit Responsibilities</b> – to receive verbal update and Juniper Internal Financial Scrutiny Report ( <i>attached</i> )  |
| 8.40am | 9. <b>IT &amp; Cyber Security Update</b> – to receive report ( <i>if available</i> )  |
| 8.50am | 10. <b>Risk Register</b> - to review and approve Facilities & Finance Committee sections ( <i>attached</i> )  |
| 9.00am | 11. <b>GDPR</b> – to receive a verbal update  |
| 9.10am | 12. <b>Any Other Business</b>   |
| 9.15am | 13. <b>Date of Next Meeting</b> – to agree as 8.00am on Wednesday 19 <sup>th</sup> June 2024  |