

Nutfield Church (C of E) Primary School

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Headteacher: Miss Imogen Woods – BEd Hons (Oxon)
Deputy Headteacher: Mrs Anna Benjamin – BA PGCE

To: Finance Working Party
Michael Hill (Chair of the Finance Working Party), Sam Nicholls, Liz Townsend, Imogen Woods
Copies to: Anna Benjamin, Deputy Headteacher
From: Daniel Walker-Cheetham, School Business Manager
Date: 12th June 2023

RE: ARK - FINANCIAL MONITORING REPORT TO END MAY 2023

I enclose the Ark Financial Monitoring Report for the period to end May 2023.

REVENUE

Original Budget

The Finance Working Party agreed the Budget Plan for 2023-24 at their meeting on 20th April 2023 for recommendation to the FGB. Approval was given by the FGB at their meeting on 27th April 2023.

A paper copy of the Budget Plan for 2023-24 is held on file signed by the Chair on behalf of the Governing Body to be retained for audit purposes. The Budget Plan was submitted to the LA on 28th April 2023.

In the May 2023 Revenue Funding Transactions Report from Surrey it was apparent they had accepted and processed the £20,000 transfer from Community Focused (Ark) to the Delegated budget.

NOTE 1:

As in the 2022-23 financial year Fred has continued working in Ark, two afternoons a week, and will do so until the end of the summer term. As Fred's cleaning duties can't be fulfilled on these afternoons we have increased the hours of our external cleaners. This was budgeted for; however, the total expenditure has exceeded the budget due to a late 2022-23 invoice being paid in the current financial year. I have updated the forecast of outturn as a result.