

**Christian Malford: Minute of Special Local Board Meeting
23rd June 2015**

Present	Apologies
Claire Kennedy: Chair (CK) Jill Rowe: Headteacher (JR) Shirley Palmer: DBAT (SP) Rev Evelyn Bone: Draycot Benefice (EB) Paula Jenkins: DBAT (PJ) Sarah King: Foundation (SK)	Karen Hawker: Parent (KH) Andrea Kaye: Staff (AK)

Item	Minute	Action
1.	Opening prayer and welcome The Chair explained that a Special LB meeting had been arranged in order to approve the budget in accordance with DBAT's timetable. Not all members were required to attend but the meeting was quorate. EB conducted the opening prayer.	
2.	Declaration of interests No interests relating to the budget were declared.	
3.	Approval of budget CK explained that the budget was prepared by the Bursar and Headteacher, it was reviewed by the Resources Committee and the finance manager at DBAT. The basis for the changes in staff costs in 2016/2017 was questioned by SP and the changes explained. SK also queried how the on-costs for the staff were calculated. The Income figures in each year were discussed so any assumptions could be understood by all members. All members agreed the budget should be recommended to the Main Board of DBAT for approval.	CK
4.	Close of meeting The Chair thanked members for attending this additional meeting and closed proceedings.	

Signed

Date