

**The Headteacher and Chair of Governors of
all Central Bedfordshire, Nursery, Lower,
Middle, Upper and Special Schools**

Your ref:

Our ref:

Date: 30th June 2009

Dear Headteacher and Chair of Governors

Central Bedfordshire Council's Scheme for Financing Schools

The Bedfordshire County Council Scheme for Financing Schools was previously adopted by Central Bedfordshire Council; however we are now proposing five main changes to the scheme, which were taken to the Schools Forum on 29th June 2009. The main changes are:-

1. Changing the date by which fully funded schools send in either their monthly or quarterly returns to 10th of the month. (Previously 20th of the month)
2. The Budget Plan should be approved by the **FULL** governing body and governors meetings should be arranged in May in order to meet this requirement.
3. Voluntary Aided (VA) Schools should only transfer the 10% contribution to capital works from their LA school budget share to their formula capital bank accounts as and when it is required in order to pay invoices for works done
4. Any school in receipt of a licensed deficit must return a monthly monitoring report to their School Financial Adviser by 20th of the following month.
5. Revision to the Appendix 'Earmarked Funds' form to take account of the previously agreed addition of 'Consultancy Fees' earned by the Head teacher or Senior Staff of the school.

Other changes made to the Scheme include the date, the change of local authority from Bedfordshire County Council to Central Bedfordshire Council, and the change of any job titles for any directors mentioned in the scheme to reflect their current positions.

A copy of the revised Scheme for Financing Schools is available to download from the schools website

<http://www.schools.bedfordshire.gov.uk/finance/Main%20Central%20Beds%20Bulletin.htm> showing these proposed changes.

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ

Telephone 0300 300 8000

Email customer.services@centralbedfordshire.gov.uk
www.centralbedfordshire.gov.uk

If you have any comments regarding these changes to the scheme, I would be grateful if you could send these in to me by 31st July in order for them to be taken to the next Schools Forum, where the changes will be discussed, amended as appropriate and implemented.

Yours sincerely

Dawn Hill

Finance Manager - Schools

Direct telephone 0300 300 6269

Email dawn.hill@centralbedfordshire.gov.uk

Central Bedfordshire Council

Priory House, Monks Walk
Chicksands, Shefford
Bedfordshire SG17 5TQ

Telephone 0300 300 8000

Email customer.services@centralbedfordshire.gov.uk
www.centralbedfordshire.gov.uk