



LEARNING TRUST

Date/Time	14 th October 11.30am – 12.00pm
Attendees	Jodie Croft, CEO and Andy Collings, Director of Finance
Apologies	
Agenda	<ol style="list-style-type: none">1. Setting up a new GEMS Twickenham Primary Academy bank account2. Issuing debit cards for GEMS Twickenham Primary Academy and the GEMS Learning Trust3. AOB
Minutes/Record of meeting	<p>It was agreed that GEMS Twickenham Primary Academy and each subsequent school should have their own bank account to assist with record keeping and financial management. JC to action.</p> <p>It was agreed that GEMS Twickenham Primary Academy and the GEMS Learning Trust should have a debit card, as per the protocol in the Finance Handbook, with a monthly spending limit of £500. JC to action</p> <p>AOB</p> <p>None.</p>