

RANGE HIGH SCHOOL

**Minutes from the Meeting of the Members to appoint Auditors
held on 25 January 2018**

Members Present: Mr I Burton, Mr J Rimmer, and Dr M Thomas,

Also Present: Mr G Aldridge – Headteacher
Mr A Pritchard – Resources Director
Mrs J Gordon – Clerk to the Governors

Apologies: Dr K Russell
Mrs G Gentles (sick leave)

9. Appointment of Auditors

The contract of the current auditors (Moore & Smalley) came to an end on 31 December 2017.

As agreed at the AGM held on 8 December 2016, the Resources Director (RD) was charged with initiating a tendering process in the autumn term 2017 for the appointment of the Auditors for the next 3-year period (1 January 2018 – 31 December 2020).

Three companies responded to the invitation to tender and were invited to give a presentation to the Members:

- Beaver & Struthers, Manchester
- Langtons Chartered Accountants, Liverpool
- Moore & Smalley, Preston

Members were given the following documents at the AGM held on 7 December 2017:

- Copy of the letter inviting companies to tender
- A table showing a breakdown of prices from the submissions received
- Copy of the submission from Beaver & Struthers
- Copy of the submission from Langtons Chartered Accountants
- Copy of the submission from Moore & Smalley

References were requested and received for Beaver & Struthers and Langtons. References were not required for Moore & Smalley as they have been the school's auditors for the last 6 years.

The title of the presentation was **AGREED** at the AGM on 7 December 2017:

Presentation (10 minutes): If we appointed you how would your services help us function more effectively as a financial organisation?

The RD had drawn up a list of questions which each company was asked after their presentation.

Following the interviews the Members had a full discussion and unanimously **AGREED that Beaver & Struthers should be appointed as the school's accountants for the 3-year period ending 31 December 2020. The RD would inform Beaver & Struthers at the earliest opportunity to enable a programme of works to be planned. He will also contact the unsuccessful companies to give feedback.**



Signed _____

Date 26 April 2018