

Decision Record – Harbury Primary School Debt Write-off (Windmills Nursery)

Cabinet Portfolio Holder taking the decision	Cllr Colin Hayfield Education and Learning
Date of Decision	11/07/2014

Decision Taken

That the Portfolio Holder for Education & Learning approves the 'write-off' of the outstanding rent charges due to Harbury Primary School from Windmills Nursery, as set out in this report.

Reasons for Decisions

The debt write-off is required as there is considered no chance of recovering the monies owing to the school.

Background Information

Harbury Primary School had an agreement with Windmills Nursery to rent space within the school. The debt is £2,549.38. The School attempted, with the support of their School Finance Officer, to recover the outstanding rent, without success. Windmills will cease to trade at the end of the 2013/14 academic year due to a change of use of the room that was leased and there being no other viable options for them to continue.

Schools have authority to write off debts up to £500. Any write off over £500, the matter has to be referred for approval. In this case, as the debt is over £2,000, Portfolio Holder approval for the write off was sought.

It was the view of the Harbury School Governors and officers that there was nothing to be gained by pursuing the debt, as there was little chance of recovery. It was recommended therefore that the rent of £2,549.38 be written off.

Financial Implications

As detailed in the report.

Report Author	Mark Randell
Head of Service	Sarah Duxbury
Strategic Director	David Carter/Monica Fogarty
Portfolio Holder	Councillor Colin Hayfield

Checklist

Urgent matter?	No
Confidential or Exempt?	No
Is the decision contrary to the budget and policy framework?	No

List of Reports considered - please include link to report

<https://democratic.warwickshire.gov.uk/cm5/CalendarofMeetings/tabid/128/ctl/ViewMeetingPublic/mid/645/Meeting/3192/Committee/555/Default.aspx>

List of Background Papers

None

Members and officers consulted or informed – please include any comments

Portfolio Holder – Councillor Colin Hayfield

All Strategic Directors

Legal – Victoria Gould, Fay Ford, Barry Jukes, Peter Endall, Jane Pollard

Finance – Simon Smith, Chris Norton

Equality – Minakshee Patel

Democratic Services – Georgina Atkinson

Children & Young People OSC – party spokes:

Councillors Bob Hicks, Julie Jackson, Chris Williams and John Whitehouse