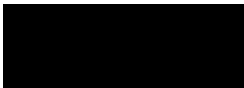


BOND ADAMS

Our ref: RDP/SA/LIN.0001.0001

Mr R Moosa – Chair of Governors
Linden Primary School
Headland Road
Leicester
LE5 6AD

Payment Authorised by:



R. Mohammed

CHAIR OF GOVERNORS

SCHOOLS CERTIFICATION STAMP	
	Yes No
Goods & Services Received	<input checked="" type="checkbox"/> <input type="checkbox"/>
Invoice to be paid	<input checked="" type="checkbox"/> <input type="checkbox"/>
Payment authorised by	
Date	11/1/11
Cost Centre	2805

Bond Adams LLP Solicitors
Richmond House
One Zero Five
London Road
Leicester
LE2 0PF

Tel: +44 (0)116 285 80 80
Fax: +44 (0)116 285 81 85

DX:17005 Leicester 2

WWW.BONDADAMS.COM

Invoice (Retainer)

Date: 10th January 2011

VAT registration number 926 6276 01

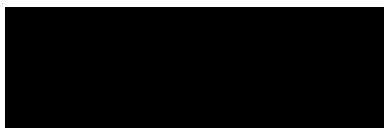
In the matter of	charges	disbursements	vat%	vat
<div>Local Education Authority Action and various other matters</div>				
Invoice in respect of retainer				
1. To the current proceedings being considered against <div>in respect of employment law, to include correspondence and communications with you, correspondence and communications with the local education authority, correspondence and communications with the governors, advising the board, advising in relation to the disciplinary procedure process, advising in relation to various bundles of documentation, preparing various letters to be sent to <div></div></div>				

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	Retainer (our fee)	£3,000.00	24,485.00 VAT 897.00 <u>25,382.00</u>	Not applicable as invoice in respect of retainer
2.	Local education authority – advice and assistance. Pursuant to the EIA 2006, correspondence and communications with the local education authority, correspondence and communications with head of legal services at Leicester City Council, correspondence and communications with the leader of Leicester City Council, correspondence and communications with chief executives office, advising you in relation to the EIA 2006, advising you in relation to the powers available to the LEA, advising you in relation to the counter positions of the board of governors, advising you in relation to the statutory procedure that the local education authority needs to deal with in this regard and to obtain the secretary of states consent.			
	Retainer (our fee)	£6,000.00	5,800 + 1,160 VAT <u>6,960.00</u>	Not applicable as invoice in respect of retainer
3.	Retainer in respect of beginning High Court administrative Court proceedings again a local education authority or			

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<p>injunctive relief proceedings, to include instructing a barrister, to begin preparation of the actual High Court proceedings including any applications for permission, potential to make any urgent applications for any injunction within the High Court to prevent the local education authority from interfering with the decision making, beginning all preparation to start the proceedings, to include meeting with the chair of governors, to include any meetings with the local education authority, to include serving proceedings upon the local education authority and further advice and assistance throughout the process.</p> <p>Retainer (our fee)</p> <p>BOND ADAMS LLP</p>	<p>£6,000.00</p>	<p>380.00 76.00 <u>2456.00</u></p>	<p>Not applicable as invoice in respect of retainer</p>	
<p>Our Charges Total</p>	<p>£15,000.00</p>			
<p>VAT Total</p>	<p>Not applicable (retainer at present) Vat will be applied on the final invoice</p>			
<p>Total</p>	<p>£15,000.00</p>			



Signed for and behalf of
The Financial Department
BOND ADAMS LLP

	VAT.
£4,485.00	£897
5,800.00	£1160
380.00	£76.
<u>£10,665</u>	<u>£2,133</u>
	VAT.
= £12,798	

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Bond Adams LLP Method of Payment – Professional Charges

By chaps or bacs

Bond Adams LLP office account

National Westminster Bank PLC
1 Princes Street
London
EC2R 8BP

("City of London branch") Account number: [REDACTED]

Sort Code: 60-00-01

By cheque – Bond Adams LLP

Richmond House
105 London Road
Leicester
LE2 0PF

Bill Reference: RDP/KN/LIN.0001.0001

Invoice Total: £15,000.00

Please return this document with your payment.

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Zero Five London Road Leicester LE2 0PF. Regulated by the Solicitors Regulation
Authority. A list of members names is available for inspection at the above office.
The members are solicitors or registered foreign lawyers.

Private & Confidential

Date: 11.1.2011

Hi [REDACTED]

With regards to the email below, I need clarification of the following points:

1. Before I can process this invoice, I need to ensure that we have followed the Local Authority and FMSIS procedures
2. Have services been obtained after receiving 3 competitive quotes?
3. The invoice must include clearly the detail of services, itemised costs and when to be paid
4. Has value for money been considered? (require evidence)
5. Must be within the allocated financial school budget, if not then special approval / advice is required from the Local Authority
6. If the expenditure has been approved by the governors, then I need to see the copy of the signed minutes.

I will process / action this invoice when the above points have been clarified.

Regards
[REDACTED]

From: [REDACTED]
Sent: 11 January 2011 08:27
To: [REDACTED]
Subject: FW: private and confidential - linden primary school

[REDACTED]
Could you please process this payment as requested in the e-mail I attach?
Thank you
[REDACTED]

[REDACTED]
Linden Primary School
Headland Road
Leicester
LE5 6AD
0116 2738435

From: [REDACTED]@hotmail.co.uk]
Sent: 10 January 2011 21:07
To: [REDACTED]
Subject: FW: private and confidential - linden primary school

Hi [REDACTED]

Can you please ask [REDACTED] to process this payment as a matter of urgency. This retainer has been agreed by LPS GB and can be paid out of our contingency funds. Can you please let me know when the payment has been processed.
[REDACTED]

11.1.2011

Hi [REDACTED]

Further to our discussion as requested I am forwarding you the email I received from our [REDACTED] instructing me to pay the invoice for legal fees, retainer of £15,000 to 'Bond Adams LLP Solicitors'.

Below (in red) is part of the email in which I asked for clarification before processing the invoice to which I have not received a reply.

"With regards to the email below, I need clarification of the following points:

1. Before I can process this invoice, I need to ensure that we have followed the Local Authority and FMSIS procedures
2. Have services been obtained after receiving 3 competitive quotes?
3. The invoice must include clearly the detail of services, itemised costs and when to be paid
4. Has value for money been considered? (require evidence)
5. Must be within the allocated financial school budget, if not then special approval / advice is required from the Local Authority
6. If the expenditure has been approved by the governors, then I need to see the copy of the signed minutes.

I will process / action this invoice when the above points have been clarified.

Please advise me.

Regards
[REDACTED]

From: [REDACTED]
Sent: 11 January 2011 13:58
To: [REDACTED]
Subject: Invoice

[REDACTED]
Following a discussion with the Chair of Governors, I have been directed to instruct you to process the cheque to pay the invoice drawn up by the Governing Body.
Thanks,
[REDACTED]
[REDACTED]

Linden Primary School
Headland Road
Leicester
LE5 6AD
0116 2738435

[REDACTED]

From: [REDACTED]@leicester.gov.uk]

Sent: 11 January 2011 15:19

To: [REDACTED]

Subject: Payment of Invoices
[REDACTED]

I attach a document which includes advice on payments in advance which in general should not be made as schools should only pay invoices where the service has been received.

If you receive an invoice which is covering both i.e where services have been delivered and also for payment of future services I would advise that only the first part should be paid.

Therefore in this particular example of a solicitors invoice the advice would support that any aspects relating to services not yet received should not be paid. If however the school nonetheless wishes to make the payment there should be a written authority from an authorising member of staff and he/she should be made aware of the attached advice.

The school's attention is also drawn to the approved procedure for selecting suppliers, which schools are required to follow.

[REDACTED]
[REDACTED]
FSM (Schools)
Finance
Children and Young People's Services
Leicester City Council
0116 252 [REDACTED]

11/01/2011

Hi [REDACTED]

Please action

[REDACTED]

From: [REDACTED] [mailto:[REDACTED]@leicester.gov.uk]

Sent: 11 January 2011 15:19

To: [REDACTED]

Subject: Payment of Invoices

[REDACTED]

I attach a document which includes advice on payments in advance which in general should not be made as schools should only pay invoices where the service has been received.

If you receive an invoice which is covering both i.e where services have been delivered and also for payment of future services I would advise that only the first part should be paid.

Therefore in this particular example of a solicitors invoice the advice would support that any aspects relating to services not yet received should not be paid. If however the school nonetheless wishes to make the payment there should be a written authority from an authorising member of staff and he/she should be made aware of the attached advice.

The school's attention is also drawn to the approved procedure for selecting suppliers, which schools are required to follow.

[REDACTED]

[REDACTED]
FSM (Schools)
Finance
Children and Young People's Services
Leicester City Council
0116 252 [REDACTED]

Sara Mulla

From: [REDACTED]

Sent: 11 January 2011 15:59

To: [REDACTED]
[REDACTED]

I have received explicit written instructions via an email from the Chair of the Governing Body to process the cheque for the invoice from the solicitors. I explained the need to meet the requirements of FMSIS and have been assured that the Governing Body have considered this and wish to proceed with the cheque. ~~I understand the advice from the LA is not to pay for goods/services not received, and have~~ explained this to the Chair. However, the explicit instructions from the Chair of Governors are to process this cheque.

Regards,

[REDACTED]
[REDACTED]
Linden Primary School
Headland Road
Leicester
LE5 6AD
0116 2738435

11/01/2011

BOND ADAMS

Bond Adams LLP Solicitors
Richmond House
One Zero Five
London Road
Leicester
LE2 0PF

Our ref: RDP/KN/LIN.0001.0001

Tel: +44 (0)116 285 80 80
Fax: +44 (0)116 285 81 85

Private & Confidential
Mr R.M. Mohammed
Linden Primary School
Headland Road
Leicester
LE5 6AD

DX:17005 Leicester 2

WWW.BONDADAMS.COM

10th January 2011

Dear Mr Mohamed

RETAINER IN RESPECT OF 3 AREAS OF WORK

I write further to previous communications and now attach a retainer invoice in respect of 3 areas of work.

As you aware, 2 areas of work are being carried out substantively at present which is the following:

- (i) Matters in relation to the disciplinary hearing, advice in relation to the investigation officer's report and all other ancillary advice and assistance.
- (ii) Various matters in relation to the conflicting position of the local education authority (governors services, children and young people's services, human resources and legal services).
- (iii) An element of the retainer is also in respect of if the local authority decides to take any action and you will note the recent letter.

We await to hear from you.

Yours sincerely,


Partner
BOND ADAMS LLP

BOND ADAMS LLP
SOLICITORS

Our Ref: RDP/MP/LIN1:1(2)

Linden Primary School
Headland Road
Leicester
LE5 6AD

*These invoices
were given to me
by [redacted]
Monday 7th March
to file.*

Bond Adams LLP Solicitors
Richmond House
One Zero Five
London Road
Leicester
LE2 0PF

+44 (0)116 285 80 80
+44 (0)116 285 81 85

Leicester 2

WWW.BONDADAMS.COM

Invoice

January 2011
6276 01

Linden Primary School	charges	disbursements	vat%	vat
To our professional charges in respect of education and inspections act 2006:				
To our professional charges in connection with acting on your behalf regarding the local authority (Leicester City Council) education and inspections act 2006, correspondence and communications with you, correspondence and communications with Leicester City Council Legal Services, correspondence and communications with Leicester City Council Governors Services, correspondence and communications with Leicester City Council Children and Young People Services, numerous correspondence and communications with the North Cliff Media Limited (Leicester Mercury), numerous correspondence and communications drafting various press statements to North Cliff Media Limited, considering notes of meetings between M D and [redacted] considering various notes of meeting between R M and the Children and Young Peoples Services, perusal and consideration of various letters from Leicester City Council, drafting and preparing				

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responses, considering various newspaper alerts, making various representations to the Children and Young Peoples Services in relation to the extent of matters, considering letters from Children and Young Peoples Services regarding their powers to:

- 1) Remove the governing body.
- 2) To remove individual governors.

Advising you in relation to the appointment of R M as a community governor, further advice and assistance in relation to Freedom of Information Act matters, advising you in relation to the various communications of parents, advising you in relation to the meeting that was held at the Town Hall and various press and other information matters.

Chronology

Preparing lengthy chronology (27 pages) to assist your barrister.

Correspondence and communications with [REDACTED] QC of 11 King's Bench Walk in relation to the warning notice served on the 11th January 2010.

Correspondence and communications and instructing [REDACTED] of 11 King's Bench Walk in relation to a response of the warning notice. Correspondence and communications with [REDACTED] correspondence and communications with you, considering drafts of the response to the warning notice, correspondence and communications with Ofsted (HMI), correspondence and communications with Her Majesties Chief

Inspector, various meetings with Governors in relation to the draft response to the warning notice, preparing the bundle of documents to be annexed to the warning notice, considering various letters referred to by your barrister and annexing those documents, paraphrasing from those documents and final preparation of the warning notice and submission to Ofsted.				
Our fee (charged at £105.00 plus VAT) per hour	£2,800.00		20%	£560.00
Disbursements- Barristers Fees for considering all of the material drafting and preparing submission, correspondence and communications with Solicitors, considering various draft amendments and finalising.		£3,000.00		£600.00
Bond Adams LLP				
Our fees total	£2,800.00			
Disbursements total	3,000.00			
VAT total	£1,160.00			
Total	£6,960.00			

Signed for and behalf of
The Financial Department
BOND ADAMS LLP

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Bond Adams LLP Remittance Advice
Method of Payment – Professional Charges

By chaps or bacs

Bond Adams LLP office account

National Westminster Bank PLC
1 Princes Street
London
EC2R 8BP

("City of London branch") Account number: [REDACTED]

Sort Code: 60-00-01

By cheque – Bond Adams LLP

Richmond House
One Zero Five London Road
Leicester
LE2 0PF

Client: Linden Primary School

Matter:

Invoice Reference: RDP/MP/LIN1:1(2)

Invoice total: **£6,960.00**

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Zero Five London Road, Leicester LE2 0PF, Regulated by the Solicitors Regulation
Authority. A list of members names is available for inspection at the above office.
The members are solicitors or registered foreign lawyers.

[REDACTED]

From: [REDACTED]
Sent: 11 January 2011 11:52
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: private and confidential - linden primary school
Importance: High

I have received this e-mail from [REDACTED] regarding the payment of the invoice. I would be grateful if you could clarify the relevant points for me and advise me on how best to proceed.
Thanks

[REDACTED]
Linden Primary School
Headland Road
Leicester
LE5 6AD
0116 2738435

From: [REDACTED]
Sent: 11 January 2011 10:08
To: [REDACTED]
Subject: RE: private and confidential - linden primary school
Importance: High

Private & Confidential

Date: 11.1.2011

Hi [REDACTED]

With regards to the email below, I need clarification of the following points:

1. Before I can process this invoice, I need to ensure that we have followed the Local Authority and FMSIS procedures
2. Have services been obtained after receiving 3 competitive quotes?
3. The invoice must include clearly the detail of services, itemised costs and when to be paid
4. Has value for money been considered? (require evidence)
5. Must be within the allocated financial school budget, if not then special approval / advice is required from the Local Authority
6. If the expenditure has been approved by the governors, then I need to see the copy of the signed minutes.

I will process / action this invoice when the above points have been clarified.

Regards
[REDACTED]

From: [REDACTED]
Sent: 11 January 2011 08:27
To: [REDACTED]
Subject: FW: private and confidential - linden primary school

[REDACTED]
Could you please process this payment as requested in the e-mail I attach?

Thank you

Linden Primary School
Headland Road
Leicester
LE5 6AD
0116 2738435

From: [redacted] [mailto:[redacted]@hotmail.co.uk]
Sent: 10 January 2011 21:07
To: [redacted]
Subject: FW:..private and confidential - linden primary school

Hi [redacted]

Can you please ask [redacted] to process this payment as a matter of urgency. This retainer has been agreed by LPS GB and can be paid out of our contingency funds. Can you please let me know when the payment has been processed.

From: [redacted]@bondadams.com
To: [redacted]@hotmail.co.uk
CC: [redacted]@bondadams.com
Date: Mon, 10 Jan 2011 14:20:21 +0000
Subject: private and confidential - linden primary school

Dear Mr Mohammed

Linden Primary School

I work alongside [redacted] and write with regard to the above matter and attach our retainer invoice for your consideration.

Regards

[redacted]
Bond Adams LLP Solicitors
Richmond House
One Zero Five London Road
Leicester
LE2 0PF
DX 17005 Leicester 2

Tel: +44 (0)116 285 [redacted]
Fax: +44 (0)116 285 [redacted]

<http://www.bondadams.com>
[redacted]@bondadams.com

BOND ADAMS LLP
SOLICITORS

This e-mail and the information it contains are confidential and may be privileged. If you have received this e-

11/01/2011

mail in error please notify us immediately. You should not copy it for any purpose, or disclose its contents to any other person.

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Source : FMS

Invoice Type : Non Order Invoice
Invoice Status : Reconciled
Bank Account : Co-op Bank Account
Payment Reference : 104222
Statement Number : 290

Invoice

Bond Adams LLP Solicitors
Richmond House
One Zero Five
London Road
Leicester
LE2 OPF

Invoice Number : RETAINER 10/1
Invoice Date : 11/01/2011
Pay by Date : 11/01/2011

VAT Reg. No. :

Part No	Description	Qty	Cost	Disc %	Net	Vat Code	Vat Amount
	1. Retainer for Legal service as listed on invoice	0		0.00	6,000.00	N	0.00
	2. Retainer for legal services as listed on invoice	0		0.00	3,000.00	N	0.00
	3. Retainer for legal services as listed on invoice	0		0.00	6,000.00	N	0.00
TOTAL					15,000.00		

BOND ADAMS LLP
SOLICITORS

Our Ref: RDP/MP/LIN1:1(1)

Linden Primary School
Headland Road
Leicester
LE5 6AD

Bond Adams LLP Solicitors
Richmond House
One Zero Five
London Road
Leicester
LE2 0PF

T: +44 (0)116 285 80 80
F: +44 (0)116 285 81 85

DX:17005 Leicester 2

WWW.BONDADAMS.COM

Invoice

Date and Tax Point: 1st February 2011
VAT registration number: 926 6276 01

Linden Primary School – Employment Advice	charges	disbursements	vat%	vat
<p>To our professional charges from December 2010- 1st February 2011 in connection with acting on your behalf in relation to various matters.</p> <p>1) To our professional charges in relation to the disciplinary proceedings regarding [REDACTED] to include correspondence and communications with you, correspondence and communications with the Chair of Governors, drafting various letters for you to send to [REDACTED] drafting various letters for you to send to the Trade Union Representative, perusal and consideration of a substantial amount of material including the LEA disciplinary procedure, suspension protocol, grievance procedure, LPS staff handbook, leave of absence statements, leave of absence policy, investigation protocol, racial incident reporting procedures, complaints policy, LPS equal opportunities and race equality policy, LPS anti bullying</p>				

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<p>policy, witness statement of AD, witness statement of AK, substantial correspondence, various meetings with you, considering the grievance, considering the meeting minutes of 30th September 2010, considering the meeting minutes of 25th October 2010, considering the meeting minutes of 30th November 2010, considering the meeting minutes of 6th December 2010, considering the meeting minutes of 8th December 2010, considering various marked grievance forms, considering the investigation interview report, considering AD request letters, considering the list of previous authorised absences, considering the memo in respect of suspension, various meetings with the Chair of Governors and Vice Chair of Governors, meeting at Linden Primary School in relation to various other Governors, advising you in relation to the position regarding suspension, advising you in relation to various minutes of meetings, advising you in relation to various request for documentation, perusal and consideration of the disciplinary bundle, advising you in relation to the disciplinary bundle and advising you in relation to the position regarding the disciplinary hearing on an on-going basis.</p>				
Our fee (charged at £105.00 plus VAT) per hour	£4,485.00		20%	£897.00

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Bond Adams LLP				
Our fees total	£4,485.00			
Disbursements total	NIL			
VAT total	£897.00			
Total	£5,382.00			



Signed for and behalf of
The Financial Department
BOND ADAMS LLP

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Zero Five London Road Leicester LE2 0PF. Regulated by the Solicitors Regulation
Authority. A list of members names is available for inspection at the above office.
The members are solicitors or registered foreign lawyers.

Source : FMS

Invoice Type : Non Order Invoice
Invoice Status : Reconciled
Bank Account : Co-op Bank Account
Payment Reference : 104222
Statement Number : 290

Invoice

Bond Adams LLP Solicitors
Richmond House
One Zero Five
London Road
Leicester
LE2 OPF

Invoice Number : RETAINER 10/1
Invoice Date : 11/01/2011
Pay by Date : 11/01/2011

VAT Reg. No. :

Part No	Description	Qty	Cost	Disc %	Net	Vat Code	Vat Amount
	1. Retainer for Legal service as listed on invoic	0		0.00	6,000.00	N	0.00
	2. Retainer for legal services as listed on invoic	0		0.00	3,000.00	N	0.00
	3. Retainer for legal services as listed on invoic	0		0.00	6,000.00	N	0.00
TOTAL					15,000.00		

Bond Adams LLP Remittance Advice
Method of Payment – Professional Charges

By chaps or bacs

Bond Adams LLP office account

National Westminster Bank PLC
1 Princes Street
London
EC2R 8BP

("City of London branch") Account number: [REDACTED]

Sort Code: 60-00-01

By cheque – Bond Adams LLP

Richmond House
One Zero Five London Road
Leicester
LE2 0PF

Client: Linden Primary School

Matter:

Invoice Reference: RDP/MP/LIN1:1(1)

Invoice total: **£5382.00**

Bond Adams LLP is a limited liability partnership registered in England and Wales,
Registered Number: OC332324, Registered Office: Richmond House, One
Zero Five London Road Leicester LE2 0PF. Regulated by the Solicitors Regulation
Authority. A list of members names is available for inspection at the above office.
The members are solicitors or registered foreign lawyers.

BOND ADAMS

Our Ref: AJ/RDP/LIN1:1/PO.QC

Linden Primary School
Headland Road
Leicester
LE5 6AD

Bond Adams LLP Solicitors
Richmond House
One Zero Five
London Road
Leicester
LE2 0PF


Tel: +44 (0)116 285 80 80
Fax: +44 (0)116 285 81 85

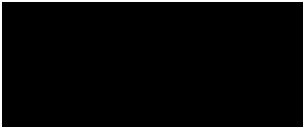
DX:17005 Leicester 2

WWW.BONDADAMS.COM

Disbursement Invoice

Date: 2nd February 2011
VAT registration number 926 6276 01

Linden Primary School	charges	disbursements	vat%	vat
 QC				
10/01/2011 – Advising by E-Mail and Telephone		380.00	20.00%	76.00
Our Charges Total	£0.00			
Disbursements	£380.00			
VAT Total	£76.00			
Total	£456.00			


Signed for and behalf of
The Financial Department
BOND ADAMS LLP

Bond Adams LLP is a limited liability partnership registered in England and Wales,
Registered Number: OC332324, Registered Office: Richmond House, One
Zero Five London Road Leicester LE2 0PF. Regulated by the Solicitors Regulation
Authority. A list of members names is available for inspection at the above office.
The members are solicitors or registered foreign lawyers.

Bond Adams LLP Method of Payment – Professional Charges

By chaps or bacs

Bond Adams LLP office account

National Westminster Bank PLC
1 Princes Street
London
EC2R 8BP

("City of London branch") Account number: [REDACTED]

Sort Code: 60-00-01

By cheque – Bond Adams LLP

Richmond House
105 London Road
Leicester
LE2 0PF

Bill Reference: AJ/RDP/LIN1:1/PO.QC

Invoice Total: £456.00

Please return this document with your payment.

Rob Campbell

From: Mark Noble [Mark.Noble@leicester.gov.uk]
Sent: 28 March 2011 12:04
To: [REDACTED]
Cc: [REDACTED] Margaret Libreri
Subject: Re: Cheque for legal services obtained by the Governing Body

Mr. [REDACTED]
As discussed over the phone, my view is that as long as the services have been received, and we have a proper invoice, I see no reason why the invoice should not be paid. It is irrelevant at this point whether or not proper procurement processes were followed (I express no view on whether they were or weren't). Hope this helps.
Mark Noble
Chief Finance Officer

>>> [REDACTED]@linden.leicester.sch.uk> 24/03/2011 07:39 >>>

Mr Noble,
I am deeply concerned about an instruction from some of the governors at Linden Primary School to process a cheque for legal services. Would you be able to contact me to enable me to discuss this with you?
Kind Regards,

[REDACTED]
Linden Primary School
Woodland Road

Page 1 of 1

From: [REDACTED]
Sent: 28 March 2011 15:29
To: [REDACTED]
Subject: RE: Cheque for legal services

Hi [REDACTED]

The cheque is ready for signing.
A copy of the email for my files from Chief Finance Officer would complete the audit trail.

Regards
[REDACTED]

From: [REDACTED]
Sent: 28 March 2011 15:18
To: [REDACTED]
Subject: Cheque for legal services

[REDACTED]
Having received confirmation from LCC Chief Finance Officer that it is appropriate to process and sign the cheque, could you please ensure that it is ready for signature by the end of the day. I have a copy of the e-mail from LCC Chief finance Officer should you require it.
Regards
[REDACTED]

[REDACTED]
Linden Primary School

[REDACTED]

From: [REDACTED]
Sent: 25 March 2011 15:35
To: [REDACTED]
Subject: RE: Invoice for legal fees

[REDACTED]
These have been classified private and are at home. I will share a copy with you on Monday. I will then instruct you to process the cheque.
[REDACTED]

[REDACTED]
Linden Primary School
Headland Road
Leicester
LE5 6AD
0116 2738435

From: [REDACTED]
Sent: 25 March 2011 15:22
To: [REDACTED]
Subject: RE: Invoice for legal fees

Hi [REDACTED]

Thank you for your email with regards to the invoice for legal fees.

- I have checked the VAT invoice which itemised and describes in detail the legal service Bond Adams solicitors provided the Governors.
- You have confirmed that you have seen the signed minutes where the spend was agreed, I would appreciate a copy of these minutes to keep with the invoice to show the audit trail, this will then clearly prove that all the financial procedures have been followed.
- On receipt of this I will process the cheque ASAP.

Many Thanks

[REDACTED]

From: Rob Campbell
Sent: 25 March 2011 14:50
To: Sara Mulla
Subject: Invoice for legal fees

[REDACTED]
Following a written instruction from the chair of governors, I am instructing you to prepare a cheque made payable to Bond Adams LLB. The sum is to be £8,046.00. I have received an invoice for this work. Please begin the process of preparing this cheque this afternoon.
I have shown you the VAT invoice for services undertaken, and have seen signed minutes of a meeting where this was agreed and sanctioned by members of the Governing Body.

[REDACTED]
Linden Primary School
Headland Road
Leicester
LE5 6AD
0116 2738435

28/03/2011

BOND ADAMS LLP
SOLICITORS

Bond Adams LLP Solicitors
Richmond House
One Zero Five
London Road
Leicester
LE2 0PF

T: +44 (0)116 285 80 80
F: +44 (0)116 285 81 85

DX:17005 Leicester 2

WWW.BONDADAMS.COM

Our Ref: RDP/KN/LIN1:1(2)


Mr R Mohamed
(Chair of Governors)

Linden Primary School

Headland Road

Leicester

LE5 6AD

SCHOOLS CERTIFICATION STAMP	
	Yes No
Goods / Services Received	<input checked="" type="checkbox"/> <input type="checkbox"/>
Invoice to be paid	<input checked="" type="checkbox"/> <input type="checkbox"/>
Payment authorised by	 COG
Date	E2805
Cost Centre	E2805

Nett
 Invoice Total £8540.00
 Less Retainer Balance on MC £1835.00 -
 VAT £1708.00 = £10,248.00
 £367.00 - £2202.00
 £8046.00

Invoice To Pay.

Date: 11 March 2011

VAT registration number 926 6276 01

CHARGES FROM SUBMISSION OF THE FIRST RESPONSE TO OFSTED (28 TH JANUARY 2011)	charges	disbursements	vat%	vat
<p>To our professional charges in connection with acting on your behalf in respect of a number of different elements being the following:</p> <ol style="list-style-type: none"> Continuing employment advice regarding the suspension and investigation regarding the head teacher. Various freedom of information act advice regarding requests Various governing body legislation in relation to appointment of governors. Education and inspections act work in relation to various 				

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submissions from the Local Authority and procedure regarding Ofsted.

Work carried out

To our professional charges in continuing to act on your behalf regarding the on going review of the suspension of the head teacher, advising you in relation to a selection of the panel, communications regarding the panel issue, communications regarding sickness issues, communications regarding the contents of the bundle, communications regarding the local education authority involvement, communications regarding preparing various updates for parents but also responding to various letters from the Local Education Authority.

Advice and assistance in relation to various freedom of information act requests, to include requests for various board meeting minutes which potentially include legal advice and other matters, advising you in relation to freedom of information act legislation and exemptions and further preparing necessary responses to those that make freedom of information act requests.

Advice in relation to the rules governing appointments of governors, the respective regulations and the statutory guidance by the

FCE in relation to those matters, to include advising you in relation to procedural matters, preparing necessary documentation, receiving requests from the local authority, meetings, discussions and preparing the necessary response to that request from the local authority, further advice and assistance regarding the rules.

Ofsted

Correspondence and communications with you, obtaining witness evidence from various parties, communications with Ofsted regarding the failure of the local authority to furnish you with the necessary documentation that had been submitted to Ofsted, correspondence and communications with the local authority regarding the failure to furnish you with documentation, considering the law in relation to the decision making process, citing the law to the local education authority in relation to the need for them to furnish us with the documentation, further correspondence and communications with them and receiving the documentation.

Considering that documentation, various and numerous meetings with you, communications with Ofsted regarding the time that has been allowed to respond to those

representations being 10 working days from the initial working days, further meetings with you to discuss the documents.				
Preparing various counter correspondence in relation to various communication matters.				
Regarding the 2 individuals who had made various representations.				
Regarding the personal statement.				
Regarding the law in relation to objective evidence.				
Further correspondence and communications with you, considering various email traffic regarding various leave issues.				
Drafting and dictating instructions to your barrister and preparing a 47 paged chronology of all of the documentation to include considering all of the documentation in the case.				
Analysing the fact that a great deal of the documentation had pre dated the notice.				
Continuous correspondence and communications with your barrister of 11 Kings Bench Walk in relation to communications, changes, additional documentation.				
Our fee	£5,520.00		20%	£1,104.00

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Your barristers fees – [REDACTED] of Counsel – 18 th February 2011 perusal of papers and email, advising by telephone Perusing papers advising by telephone. Perusing papers and advising by telephone submissions. Further work on submissions. Further work drafting representations. Advising by telephone representations. Further work on submissions.			
	£3,020.00	20%	£604.00
Our Charges Total			
Disbursements Total			
VAT Total			
Total			

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Bond Adams LLP Method of Payment – Professional Charges

By chaps or bacs

Bond Adams LLP office account

**National Westminster Bank PLC
1 Princes Street
London
EC2R 8BP**

("City of London branch") Account number: XXXXXXXXXX

Sort Code: 60-00-01

By cheque – Bond Adams LLP

**Richmond House
105 London Road
Leicester
LE2 0PF**

Bill Reference: RDP/KN/LIN1:1(2)

Invoice Total: £10,248.00

Please return this document with your payment.

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The members are solicitors or registered foreign lawyers.**

Less money retained on client account = £2,202.00

Total payable = £8,046.00



1835.00 net
367.00 VAT

£2202.00

Signed for and behalf of
The Financial Department
BOND ADAMS LLP

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