

Full Corporation Meeting
15th December 2021



Time: 6.00 pm
Chair: Mr Nick Horsfall

Present:

Mark Rigby	Y	Carol Davies	Y	Nick Horsfall	Y
Martyn Cox	Y	Stuart Merrills	Y	Bashir Sharma	Y
Angus Hughes	Y	Ann Webster	X	Carole Swarbrick	Y
Andy Lythgoe	Y	Nicola Singleton	Y	Alison Oakley	Y

In Attendance:

Lesley Hart Deputy Principal	Y	Sandra McManus Deputy Principal	Y	Sarah Ball Assistant Principal	Y
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1. Apologies

Apologies were received from Ann Webster.

2. Declarations of Interest

There were no declarations of interest.

3. Governor Appointments

Shamim Abdullah and Andy Lythgoe were formally appointed as Governor and Staff Governor respectively with in Shamim's case this being subject to a satisfactory DBS check.

4. Minutes of the Meeting held on 22nd September 2021

The minutes were approved as a correct record save for there needing to be a correction of the date of the next meeting.

Outstanding actions from the previous meeting were discussed:

ACTION - A Sales pitch is needed for future Staff Governors

ACTION - Communication to Parents is needed regarding the invitation of expressions of interest in the Parent Governor opportunity

ACTION - It was discussed and agreed that a newsletter for Parents covering College activity is needed

An outstanding action from the previous meeting regarding College demographics was discussed.

ACTION – Principal to ask local authority directly

5. No Matters arising

6. Reports from committees:

6.1 Finance and Personnel Committee 11th November 2021.

The Deputy Principal explained that they had been revisiting the bank loan previously taken out with 1.5m needing to be paid back in 2025 and that actions needed in order to make this happen would be discussed at future meetings.

6.2 Student Affairs committee 11th November 2021. Matters arising – the number of car accidents outside the College campus and the research undertaken by the Clerk regarding Quorum size. The minutes were approved by the Corporation.

6.3 Curriculum & Quality committee 4th November 2021. Matters arising – one addition is needed regarding the approval of the Careers booklet which is missing from the current version of the minutes.

ACTION – Paul to send out the Microsoft activity to the Governors, this has not been done

6.4 Risk and Audit Committee 1st December 2021. There were no matters arising.

7. Principal's Report

The Principal presented his report.

The key item was the upcoming return of staff and students. Current guidance for schools is that lateral flow tests are advised the day before the students return on 6th January.

The DFE are advising that exams will go ahead in Summer 2022 but that in the event they do not then 3 pieces of coursework will be assessed in their place. If the exams do go ahead then there is going to be a change to the way the grades are awarded.

The important topic of DFE funding was raised. Funding has been cut to £160 per student which would mean that £30,000 less was available to the College than in previous years.

The Principal added that applications have increased compared to the previous year with total applications currently 1119 and 30 applications behind where the College was in 2019. Equally the activities undertaken so far this academic year to promote the College are having an impact with this year's open day seeing visitor numbers of 1215 compared to 800 the previous year.

8. College 2020/21 Self-Assessment Report (SAR) / and 2021/22 Quality Improvement Plan (QUIP)

The Deputy Principal, Curriculum presented this item and advised the Governors that the College is grading itself as an outstanding College due in part to the improvements seen since May 2017, particularly in the Maths and Science subject areas in response to requests for action by the Governors.

Additionally, the Deputy Principal, Curriculum highlighted the quality of the Careers and Learning Support offered by the College as well as the fact that Student behavior was deemed to be exemplary in the latest OFSTED report.

The Chair asked the Principal if it had been the first OFSTED report where added value was being taken into account with the Principal responding that it was an accepted measure of data.

The Deputy Principal, Curriculum stated that the Quality Improvement Plan was for approval by the Governors.

The Quality Improvement Plan for 2021/22 was approved.

9. Risk Register

The Principal explained that the College still had relatively few students and staff isolating with 5 students confirmed as having COVID and 3 that were isolating.

A Governor enquired of the Principal how many staff were currently absent for COVID issues. The Principal advised that the College currently had two staff absent due to COVID with an additional staff member currently recovering from long COVID.

The Deputy Principal was asked what support the staff member with long COVID had received and responded that they were in receipt of full pay with supply cover also in place.

10. Approval of the Annual Report and Accounts to 31 July 2021

The Deputy Principal explained that they did not propose to go through this item at length given it had already been through the relevant committee. A Governor passed on thanks to the Deputy Principal and Audit committee for conducting their work in challenging circumstances.

The Deputy Principal talked the Corporation through the costs of supply underlining that the intention was to retain the supply cover in Maths due to the uncertainty over how the recovery of this staff member will progress.

The Deputy Principal noted that originally the College had been looking to undertake some Fittings investment which had ultimately been delayed in order to protect the College's cash position.

11. Management Accounts at October 2021 Projected to July 2021

The Deputy Principal presented the Accounts for approval.

The Management Accounts were approved.

12. DfE Review of Governance – Framework for Review

The Principal presented the framework to the Corporation and a discussion followed amongst the Governors on how to approach this moving forward. The Chair explained that he and the Clerk needed to review outside of the meeting.

13. Any other business

A Governor raised that there needs to be a mechanism in place for reporting lateness at Full Corporation and Committee meetings.

14. The date of the next meeting was confirmed to be 28th April 2022.

15. Items to be deemed Confidential

The Confidential Agenda item was discussed with Staff members exiting the room at this point.