

Minutes of the meeting of the Corporation held via MS Teams on Wednesday 12th May at 1pm

Present: Kathy Passant (Chair of the Corporation)
 Christine Bampton (Vice Chair of the Corporation)
 Margaret Boneham
 Michelle Brabner (Principal)
 Dyese Bruce (Student governor)
 John Fell
 Rob Firth
 Alex Gamil
 Vickie Hayes (Staff governor)
 Diane Hutchinson
 Carla Kennaugh
 Alex Kenny
 Mo Kundi
 Susannah Porter
 Carol Reid (Staff governor)
 Katy Robinson
 Richard Simms
 Vipin Trivedi
 Paul walker

In Attendance: Lisa Farnhill (Clerk to the Governing Body)
 Kevin Williams (Director of Finance and Facilities)

Apologies: Suzanne Knowles (Staff governor)

Absent: Victoria Fenner (Student governor)
 Loange De Silva (Student governor)

Minute No.	Minutes	Action
C.21.97	ITEM 1: WELCOME AND APOLOGIES FOR ABSENCE	
	The Chair opened the meeting by welcoming members and attendees, thanking everyone for their time.	
	The Clerk and confirmed the meeting was quorate and detailed the apologies of Suzanne Knowles, which were accepted by the Corporation.	
	<i>Item 1 noted: The Corporation noted and accepted the apologies detailed above.</i>	
C.21.98	ITEM 2: DECLARATIONS OF INTEREST	
	The Clerk declared an interest in relation to her employment at St Mary's College.	
	<i>Item 2 noted: The Corporation noted the declaration</i>	

C.21.99 ITEM 3: CONFIDENTIAL BUSINESS

No items were noted as confidential within the minutes, however, members were reminded to maintain the confidentiality of the content of the CV 's provided in the papers.

Item 3 – Noted: The Corporation noted the need to maintain the content of applicants CV's as confidential.

ITEM 4: ITEMS FOR CONSIDERATION**C.21.100 Item 4.1 - Recommendations of the Governance Committee**

The Governance Committee Chair advised the Corporation that the Governance Committee had undertaken a considerable volume of work in their most recent meeting, reviewing the updated Corporation documentation, noting that it had been a sizable undertaking as there had not been any significant revision for a number of years.

The Corporation were informed that the Skills Audit outcomes had been positive and would be covered in detail within the strategy day, along with the updated link governor protocol which formed part of the revised handbook.

The Clerk was invited to summarise the handbook revision **with a member commenting** on how welcome an annual revision and circulation would be.

The Corporation were notified of the resignation of an associate member of the Audit Committee and the Parent Governor, with the decision not to replace the associate due to having two members to recommend to the Corporation that would replace the lost skills. The Corporation were informed that the parent governor election would be undertaken in the new academic year with the appointment made for a fixed term of 2 years with the opportunity to have their term extended or be re-elected as a full member dependent on the membership needs at the time of the term ending.

On behalf of the Committee, the Chair recommended for appointment to the Corporation Mark Aberdein and Laura Bell, providing the Corporation with details of the application and appointment process, with their skills and experience summarised, noting particular strengths in apprenticeships and marketing. The Corporation were reminded that the FEC review had highlighted the need to refresh the Corporation membership and unanimous approval was given for both appointments. It was noted that there would not be a recommendation to appoint the applicants to Committees until after the annual appraisals to ensure membership of all committees best suited the needs of the Corporation and its members.

The Chair confirmed that a significant revision of the Instruments and articles had been undertaken with the Clerk summarising the suggested amendments which were to be presented as a final draft along with revised standing orders for approval in June.

Item 4.1 - Approved: The Corporation resolved to accept the recommendation of the Governance Committee and appointed Laura Bell and Mark Aberdein as independent members of the Corporation for a term of 4 years.

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Minutes

Action

Item 4.2: Recommendations of the Resources Committee

The Committee Chair confirmed that he had chaired his first meeting of the Committee earlier in the day, which had been called as an Extraordinary meeting to review two items, the Management Accounts and the Market Oversight Team (MOT) Return. The Chair confirmed their approval of the Management Accounts, which had been reviewed in detail and advised that the Committee presented the MOT Return to the Corporation for approval ahead of submission to the ESFA.

It was noted that there were no Committee concerns and that there was an expectation that the submission would not generate any further comment from the ESFA, with follow up contact only necessary when information is absent or concerning. The Committee Chair confirmed that one annex still needed to be approved and that this would be circulated ahead of the deadline of 28th May.

The Corporation provided their approval to the report and associated annex's.

Item 4.2 - Resolved: The Corporation resolved to accept the recommendation of the Resources Committee and approved the MOT report for submission to the ESFA with the final Annex to be circulated by email.

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C.21.102 CLOSING COMMENTS

The Chair thanked members and attendees for their time and requested members take a short break ahead of commencing the Strategy Day to ensure that the newly appointed members were able to be in attendance.

The next meeting date was confirmed as Wednesday 7th July at 5pm

The meeting closed at 1.17pm