

**STOCKTON SIXTH FORM COLLEGE
FURTHER EDUCATION CORPORATION**

Minutes of a meeting of the Corporation held at the College on 11 October 2010

MEMBERS PRESENT

Mr Paul Beach, Mr David Butler, Mr John Carson, Mr Martin Clinton,
Mrs Ann Gill, Ms Catherine Hyde Wesson, Mr Ed Kirkham, Mr Geoff Lee,
Mr John Monkhouse, Mr David Paxton, Dr Peter Price, Mrs Lynne Robson,
Mr Paul Robson, Mrs Sue Symington.

Number of members present – 14 - the meeting was quorate throughout.

ALSO PRESENT Mr Peter Fleck (Clerk), Mrs Sue Knox, Miss Lynne Mortimer.

ACTION

BUSINESS ITEMS

109.1 ACADEMIC PRESENTATION – the meeting began with a presentation by the Principal on the post-inspection action plan and related improvements to the College's quality systems.

109.2 APOLOGIES FOR ABSENCE – Miss Zara Afsar, Mr Alan Nesbitt,
Mr Charles Porter, Dr Toks Sangowawa.

109.3 DECLARATIONS OF INTEREST

Members were invited to declare any interests relevant to the business on the agenda. It was noted that declarations might be made at any point during the meeting if the relevance of an interest became apparent. No declarations were made.

109.4 ANNUAL SELF ASSESSMENT

The Corporation reflected on its performance using the self-assessment questionnaire as a prompt. It was noted that the form of data provided to the Corporation had been raised as an issue in the OFSTED inspection report and would be considered again in the by the Policy, Standards and Governance Committee; subject to that issue, it was agreed that the conduct of the Corporation's business and its performance were satisfactory in all areas.

109.5 RESIGNATIONS AND APPOINTMENTS

In accordance with the Corporation's policy, Mr Nesbitt, Mr Paxton, Mrs Judith Robson, and Mrs Symington retired. In addition, the resignations of Mr Barrett and Mr Wahid were noted.

The minutes of the Search Committee meeting on 17 June 2010 were noted and the Clerk advised that Mrs Lynne Robson had been duly nominated and elected by a ballot of all the College staff as a staff member. In accordance with the recommendations of the Committee, the retiring members were reappointed by unanimous agreement and the appointment of Lynne Robson was confirmed.

It was agreed unanimously that the retiring and resigning members should be thanked for their service on the Corporation.

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ACTION

109.6 COMMITTEE STRUCTURE AND MEMBERSHIP

The Clerk presented schedules of the terms of reference and current membership of the Corporation's committees. It was agreed that Lynne Robson would join the Policy, Standards and Governance Committee and the Audit Committee, replacing Mr Barrett.

The schedules were approved by unanimous agreement.

109.7 MINUTES OF PREVIOUS MEETINGS

The minutes of the previous meeting were approved and duly signed by the Chair.

109.8 MATTERS ARISING

109.8.1 Safeguarding - members were encouraged to contact Mrs Knox in order to progress their CRB checks.

ALL

Mr Lee agreed to gather additional guidance on whether certificates collected by parts of Stockton Borough Council should be accepted by the College.

GL

109.9 MINUTES OF COMMITTEE MEETINGS

The minutes of the following meetings were noted:

109.9.1 Finance, Resources & Employment Committee, 20 September 2010

109.9.2 Property Committee, 24 September 2010

The Clerk reported that planning permission had been granted. It was noted that detailed planning conditions were awaited, but that contract negotiations were in progress aimed at delivering with completed project within budget by the end of May 2011.

109.10 PRINCIPAL'S INTERIM REPORT

The Principal presented his report, including details of the summer 2010 examination results and enrolments in September 2010.

Remission of fees for a student who had reached the age of 19 before completing her A-level course was approved.

109.11 STUDENT COUNCIL REPORT

The Principal gave a brief report on the activities of the Students' Council. It was noted that suggestions for establishing a recycling scheme to be promoted amongst the students had been received enthusiastically and that charity fundraising events were to be staged by the College's Muslim students during the current week.

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109.12 ASSURANCES REQUESTED BY AUDITORS

109.12.1 Related Party Transactions

At the request of the auditors, members discussed disclosures in the financial statements concerning related parties and control. The Clerk provided assurances on behalf of members who were not present. The Corporation confirmed that there are no relevant transactions or any other matters to be disclosed in the financial statements, whether under financial reporting standard no.8 or any other related requirements.

109.12.2 Compliance With Law and Regulations

At the request of the auditors, members discussed the college's compliance with law and regulations. Having made enquiries, they confirmed that they are not aware of any actual or potential non-compliance with law and regulations which could have a material effect on the ability of the college to conduct its business and therefore on the results and the financial position to be disclosed in the financial statements for the year ended 31 July 2010.

109.12.3 Accounting Policies

It was agreed unanimously that the Finance, Resources and Employment Committee should review the policies used in preparing the annual financial statements for 2009-10 on behalf of the Corporation.

PGF

109.12.4 Senior Post Holders' Remuneration

It was agreed unanimously that the Chair of the Corporation, having taken the advice of the Finance, Resources and Employment Committee, be authorised to confirm, on behalf of the Corporation, the remuneration details declared in the published financial statements.

PGF

109.13 ANNUAL STATEMENT OF TRAVEL AND SUBSISTENCE EXPENSES

The annual statement was noted.

109.14 OTHER BUSINESS

109.14.1 College Play – Mrs Robson notified members of the play, scheduled to take place during the week commencing 6th December and agreed to circulate further details.

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109.15 ITEMS FOR EXCLUSION - none.

109.16 DATE OF NEXT MEETING - Monday 6th December 2010 at 5.30 pm

Chair

date