

Stockton Sixth Form College

Supporting Student Success

MINUTES OF A MEETING OF THE CORPORATION

Date: Monday, 9 May 2011

Present Governors: Miss Zara Afsar, 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 Alan Nesbitt, Mr David Paxton (Chair), Dr Peter Price, Mrs Lynne Robson, Mr Paul Robson, Dr Toks Sangowawa and Mr Matthew Smith.

Number of members present 16 – the meeting was quorate throughout.

Also Present: Mrs Rachel Angus, Mr Peter Fleck (Clerk) and Mrs Vicki Barber (Minute taker)

ITEM	DESCRIPTION OF DISCUSSION	ACTION BY
112.1	APOLOGIES FOR ABSENCE Apologies for absence were received and accepted from Mrs Sue Symington and Mr Charles Porter.	
112.2	DECLARATIONS OF INTEREST Governors were reminded that they should declare any interests relevant to the business in any matters arising from the agenda of the current meeting. It was noted that declarations might be made at any point during the meeting if the relevance of an interest became apparent. No declarations of interest were made.	
112.3	MINUTES OF THE PREVIOUS MEETING The minutes of the previous meeting held on Monday, 6 December 2010 were approved and signed by the Chair.	
112.4	MATTERS ARISING There were no matters arising from the minutes.	
112.5	MINUTES OF COMMITTEE AND WORKING PARTY MEETINGS The minutes of the following committee meetings had been circulated for governors' information: 112.5.1 Policy, Standards and Governance Committee meeting held on 28 March 2011 RESOLVED to note the report from the Committee. 112.5.1.1 Policy Reviews Governors had been emailed a copy of the following policies for review as recommended by the Committee:	

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- 112.5.1.1.1 College Charter
- 112.5.1.1.2 Safeguarding Policy
- 112.5.1.1.3 Child Protection Policy
- 112.5.1.1.4 Smoking Reduction Strategy

RESOLVED to approve the above Policies.

112.5.2 Finance, Resources and Employment Committee meeting held on 27 April 2011

Governors were pleased to be informed that the new building was progressing on course.

RESOLVED to note the report from the Committee.

112.5.2.1 Refurbishment Project

The Clerk reported that the college had submitted an application to the Sixth Form College Building Condition Improvement Fund (BCIF), requesting funding to upgrade and improve the 'old' Science Block. He informed governors that the college had been provisionally awarded £979,407 and that, subject to Corporation approval, the college would be committed to pay £500,000 towards the final cost. The Principal had made the case at the committee for the refurbishment, outlining what was planned. A lengthy discussion of the risks involved and how they would be mitigated took place.

In response to a question the Clerk advised governors that once the project was completed the College would look at what other areas could be mothballed.

In response to a question regarding possible overspending or under spending on the project the Clerk advised that control of the budget would prevent any overspending and any under spending YPLA would recover their share.

RESOLVED to approve the refurbishment project under the terms and conditions set out by the YPLA.

112.5.2.2 Financial Recovery Plans

At the Finance, Resources and Employment Committee meeting on 27 April 2011 the Principal agreed to present details of the plans to restore the budget to surplus at the next Corporation meeting.

The Principal reported on the following financial recovery plans:

INCOME

- Increase the number of applicants and increase the number of applicants who enrol in September 2011.
- Provide free transport to students from the Acklam area as student numbers are increasing from this area.

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- Publicity – the College had asked the Vice Chancellor of Durham University to open the new building in June 2011 and in September 2011 the College had booked a wrap around the Herald and Post advertising the College.

REDUCING COSTS

- Three year budget plan in place.
- Savings can be made in IT, capitation, maintenance and the Vice Principal is currently investigating how savings can be made in the timetable.
- Two voluntary redundancies of two senior members of staff, the promoted posts would not be replaced.
- Two compulsory redundancies had been made of part-time staff.
- The Student Mentors service would not be available from September 2011.
- Future Redundancies – the College may have to look at further redundancies in the future.

The Principal advised the governors of other areas where costs could be reduced in the future if there was a need for this.

In response to a question regarding the loss of the Student Mentors the Principal advised that the College would look to provide the service through tutors and teachers.

RESOLVED to note the report.

112.6 ACCOUNTS TO THE END OF MARCH 2011

The financial statements to the 31 March 2011 were distributed to all governors prior to the meeting. The Clerk advised governors that they had been studied and discussed in detail at the Finance, Resources and Employment Committee Meeting on 27 April 2011.

Governors were asked to contact the Finance Director if they had any questions about the statements.

RESOLVED to note the statements.

112.7 PRINCIPAL'S REPORT

The Principal reported on a range of issues concerning the college and the following specific points were noted:

- Liaison with 11-16 Schools
- Applications for September 2011
The Principal highlighted Appendix A of the report advising that applications for September 2011 were down on last year and advised that if there was an increase in the proportion of applications converted into enrolments, the target enrolment figures could be achieved.
- Quality Assurance
The Principal reported that the College would be changing their value added measuring system from ALIS to ALPS and that staff would be trained on the new

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system during the staff training days.

- Sporting Achievements
- Student Visits

The Principal reported that all students who attended the Chamonix and New York Trips had been excellent ambassadors for the College.

The Principal's Report was received and noted.

112.8 STUDENT COUNCIL REPORT

The President reported on the following items:

- Skate Park
Students had met with local agencies regarding the youths that hang around on the College site on an evening and reported that funds may be provided to build a skate park in the area.
- ProMonitor
Students had not been happy that Parents would be able to view ProMonitor. The Principal reported that the Senior Management Team had agreed not to open up all of ProMonitor to Parents only Attendance and Reports.
- College Promotion
Students do not feel that the college promotes itself enough to new potential students.

The Student Council Report was received and noted with thanks.

112.9 GOVERNOR TRAINING

The Clerk advised governors that the Local Authority would include our governors on their courses, at a cost to the college. He requested that if governors had any training needs to contact himself or Vicki Barber to arrange.

112.10 YPLA FEEDBACK ON FINANCIAL RETURNS

Governors noted a letter from YPLA Provider Assurance confirming agreement with the College's self assessment of financial health and controls.

112.11 ANY OTHER BUSINESS

- Principal's Salary
All staff members were asked to leave the meeting so that governors could discuss the Principal's salary.

112.12 ITEMS FOR EXCLUSION FROM THE PUBLIC MINUTES

With the exception of item 112.11, there were no items to be excluded from the public minutes.

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111.13

DATE AND TIME OF NEXT MEETING

Monday, 4 July 2011 at 5.30pm.

Signature (Chair): _____