

# STRATFORD-UPON-AVON COLLEGE CORPORATION

## MINUTES OF CORPORATION MEETING HELD ON FRIDAY 27 MARCH 2009

<b>Present:</b>	Alan Richardson	Chair of the Corporation
	Lyn Anslow	Governor
	Jenny Andrews	Governor
	Mike Atkins	Governor
	Tony Jefferson	Governor
	Phil Krstic	Student Governor
	Ian Lumley	Support Staff Governor
	Julia Morris	Governor
	Martin Penny	Principal
	Elaine Rowlands	Governor
	Geoff Thompson	Governor
	Andy Tyers	Teaching Staff Governor
	Lauren Wilcock	Student Governor
<b>In attendance:</b>	Charles Anderson	Deputy Principal
	Tim Astbury	Assistant Principal Curriculum
	David Jackson	Clerk to the Corporation
	Norman MacDonald	Vice Principal – Finance
	Hazel Skwirzynska	Director Learner Services
	Kay Taylor	Vice Principal – Corporate and International Business Development
	Yvonne Rose	LSC

### PART ONE - ROUTINE BUSINESS

The Chair welcomed those present to the meeting and outlined the day's agenda. He commented that times had changed with the world-wide financial difficulties, employers not having training funds available, and the LSC going through very difficult times which had culminated in their Chief Executive resigning recently. International business was going to be increasingly crucial.

The College students were achieving good qualifications and experiencing a high standard and it was important that these standards did not drop. Management was getting on top of cost issues but the risks were now quite different. The Chair asked for input from all Governors during the day.

#### 1. APOLOGIES

It was resolved **THAT:**

Apologies be received from Satnam Bhogal, Graham Crump, David Kent, John Latham, Jayne Longfield and Gill Roache.

#### 2. DECLARATIONS OF INTEREST

Members were invited to declare any interest in business to be discussed at the meeting, following which:

- a) Julia Morris reminded the meeting that she was Headteacher of Kineton High School;
- b) The Chair reminded the meeting that he was a Governor of Coventry University.

#### 3. MINUTES OF LAST MEETING

It was resolved **THAT:**

The non-confidential minutes of the Corporation meeting held on 12 February 2009 be regarded as correct and signed by the Chair of the Corporation.

#### 4. MATTERS ARISING

It was resolved **THAT:**

There were no matters arising from the meetings held on 19 December 2008 and 12 February 2009 that were not dealt with elsewhere on the agenda as substantive items.

**5. COMMITTEE REPORTS / MATTERS ARISING**

The Chair indicated that the minutes of the Committee meetings would be taken as read unless anyone objected. There were no objections.

**5.1 Audit Committee**

In the absence of the Committee Chair, the Clerk to the Corporation briefly introduced the minutes of the Audit Committee meeting held on 10 March 2009. He reported that the Risk Management Report and Action Plan had not been up-dated this term as the document was undergoing a rewrite and would be brought to the next meeting. Following discussion,

It was resolved **THAT:**

- a) The minutes of the Audit Committee meeting held on 10 March 2009 be received by the Corporation and the action endorsed;
- b) Baker Tilly be appointed as Financial Services Auditors for 2008/09;
- c) No changes be made to the Risk Management Report and Action Plan this term.

**5.2 Standards and Performance Monitoring Committee**

The Committee Chair, Jenny Andrews, introduced the minutes of the meeting held on 12 March 2009, drawing attention to the Committee’s deliberations on Value Added and uncertainties around the reliability of the data. She went on to say that, in view of the potential data inaccuracies, the College was establishing its own systems for future years to challenge, if necessary, the data. Nevertheless, she indicated that the Committee continue to press the College Management Team to ensure that students achieve their potential during their time at the College.

The Chair of the Corporation drew members’ attention to the paragraph on the Charter Mark and the decision not to apply for re-accreditation in view of the significant work required in relation to its potential value.

It was resolved **THAT:**

The minutes of the Standards and Performance Monitoring Committee held on 12 March 2009 be received by the Corporation and the actions endorsed.

**5.3 Finance and General Purposes Committee**

The Chair introduced the non-confidential minutes of the Finance and General Purposes Committee meetings held on 10 February and 13 March 2009, drawing attention to the Management Accounts, the proposed Fees Policy for 2009/10, and the Access to Information and Publication Scheme required under the Freedom of Information Act 2000. The Chair briefly outlined the Committee’s deliberations in relation to the Fees Policy for 2009/10 in relation to the economic climate. Following brief discussion,

It was resolved **THAT:**

The minutes of the Finance and General Purposes Committee be received by the Corporation and the action endorsed, in particular:

- a) The Management Accounts for the period 1 August 2008 to 31 January 2009 be approved by the Corporation;
- b) The Corporation approve the Fees Policy for 2009/10;
- c) The Corporation approve the model Publication Scheme to comply with the requirements of the Freedom of Information Act 2000.

**6. DATE OF NEXT MEETING**

It was resolved **THAT:**

The Corporation meet again on **Friday 24 July 2009 at 1.30pm.**

**7. ANY OTHER BUSINESS**

There was no other business.

**PART TWO – STRATEGIC ISSUES**

*Items normally dealt with under this heading were to be covered later in the day during the development session.*

Signed : .....(Corporation Chair)