

Bilborough College

Minutes of the Bilborough Corporation Meeting held on Saturday 21st May April 2011 at 1.00pm

Present: Mrs Wendy Smith – Chair
 Mr Christopher Bradford – Principal
 Mr Giles Calverley
 Mr Michael Jackson
 Mr Konrad Karenowski
 Mrs Jane McGregor
 Mrs Lisa Lewis
 Mrs Sara Murcott
 Mr Tye Nosakhere
 Mr Trevor Melton
 Mr Paul Watkins

In Attendance: Mrs Susan Bolton – Clerk to the Corporation
 Mr Ted Wales - Director of Finance

There was no target finish time set.

Minute No		Action
BUSINESS ITEMS		
1903	<p>Welcome</p> <p>The chair welcomed everybody to the meeting.</p>	
1904	<p>Apologies for Absence</p> <p>Apologies for absence were received from Ms Ginny Hallam, Prof. Di Birch, Mr John Yarham, Mr Geoff Gration, Mrs Eileen Hartley, Mr Tony Hogg, Ms Frances Warburton, Miss Reyhanna England, Mr Aaron Reilly and Mrs Dorothy Mountford</p>	
1905	<p>Declarations of Interest</p> <p>Mrs McGregor made a declaration in respect of her appointment as an Independent Governor, to be discussed later in the meeting. There were no further declarations made.</p>	
1906	<p>Minutes of the meeting held on 4^h April 2011</p> <p>The minutes of the meeting held on Monday 4th April 2011 were reviewed for accuracy and content. Following agreement by those present the Chair signed the Minutes as a true record of the meeting.</p>	
1907	<p>Matters arising</p> <p>The meeting noted that all actions arising from the previous meeting had been completed or were on the agenda for discussion with the exception of the following:</p> <p>Wolf Report – The Principal confirmed that copies were available for</p>	

	<p>members at the meeting and further copies would be available at forthcoming Committee Meetings.</p> <p>Staff Report – The Principal reported that discussions had taken place regarding the staff report for future meetings and although not applicable for this meeting, it was envisaged that this would be progressed for the next meeting.</p> <p>Cllr Mellen – The Clerk confirmed that Cllr Mellen had been invited to attend a Corporation meeting and it was expected for him to attend the Corporation meeting in July.</p>	
KEY STAKEHOLDERS' REPORTS		
1908	<p>Principal's Report</p> <p>The Principal's Report was taken as read and the Principal drew members' attention to the Sixth Form College Briefing contained in his report and also to the information in relation to the Olympic Flames activities.</p> <p>The Principal was thanked for his report.</p>	
1909	<p>Student Governors' Report</p> <p>In the absence of the Student Governors, the report was taken as read.</p>	
1910	<p>Staff Governors' Report</p> <p>The Staff Governors confirmed that they had nothing to report further to that contained within the Principal's Report.</p>	
1911	<p>Governor Visits</p> <p>The Governor Visit reports were taken as read.</p> <p>It was noted by the meeting that all Governors had been very welcomed and had come away with very positive comments around quality, teaching and support staff, processes and general ethos of the college.</p>	
1912	<p>Chair's Report</p> <p>The Chair reported that she had recently been elected the Chair of the City of Nottingham Governors' Association. She also reported that she was taking part in a literacy workshop being held at NUSA.</p> <p>The report was accepted.</p>	
CURRICULUM AND QUALITY ITEMS		
1913	<p>Decisions and Recommendations of Standards Committee – Monday 16th May 2011</p> <p>The Summary Minutes were noted and the Chair of Corporation drew members' attention to the items in relation to the student surveys, the single equality scheme and Annotated Group Dynamics.</p> <p>The report of the Standards Committee was accepted.</p>	

FINANCE AND EMPLOYMENT ITEMS		
1914	<p>Recommendations and Minutes of the EP&F Committee meeting – Monday 9th May 2011</p> <p>The Summary Minutes were taken as read and Mr Karenowski agreed to take any questions on the minutes.</p> <p>Strike Action – The Principal confirmed that he believed that two unions present in the College were undertaking a ballot on whether to take strike action. It was unknown what effect this would have on the College on the particular strike action day.</p> <p>Bank Loan – The Director of Finance confirmed that, as set out in the minutes, he had moved some College money to NatWest.</p> <p>The report of the EP&F Committee was accepted.</p>	
GOVERNANCE ITEMS		
1915	<p>Recommendations and Decisions of the Search & Governance Committee meeting – Monday 4th April 2011</p> <p>The meeting noted that a verbal review of the Search & Governance Committee which had met on 4th April had been given at the last meeting, but it had not been appropriate at that time to discuss the appointment of Mrs McGregor as an independent member.</p> <p>[Mrs McGregor left the meeting]</p> <p>The Clerk reported that the Search Committee had discussed options in relation to a vacancy that existed for an independent Governor following the resignation of Mr Segovia. The Committee were aware that Mrs McGregor's term as Parent Governor was coming to an end shortly and felt that she had the appropriate skills for an appointment as an Independent Governor.</p> <p>The Corporation agreed to appoint Mrs McGregor as an Independent Governor for a period of 2 years, from the end of her term as Parent Governor. The Corporation also confirmed that Mrs McGregor should become a member of the Audit Committee.</p> <p>[Mrs McGregor rejoined the meeting].</p>	
1916	<p>Self Review of Meeting</p> <p>The meeting agreed that the meeting and the whole day had been productive and focussed and that the venue for the day had been a good choice especially in light of discussions in relation to the Estates Strategy discussed earlier in the day.</p>	
1917	<p>Date of next meeting</p> <p>The date of the next meeting was confirmed as Monday 18th July 2011.</p>	

1918	Confidentiality of Business Members agreed that there were no items that should remain confidential.	
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Chair