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| **MINUTES** | | | | | | |
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| *Special Corporation No 163* | | | | | | |
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| Date: |  | *04/03/2022 (Friday)* |  | Time: |  | *16:00–16:30* |
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| Venue: |  | *Bowland Suite* |  | Committee: |  | *Corporation* |
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| Notes: |  | *The meeting will commence at the end of the Governors Away Event.* | | | | |
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| Present: |  | *Alison Robinson (Principal), Allan Foster (Chair), Allison Jones, Barbara Godby, Bert Medhurst, Bryony-Grace Clark, Clare James, David Hall, Debbie Clayton, Jane Booker (Vice Chair), Kevin Burke, Rafik Adam, Robert Wallace, Robin Newton-Syms and Sue Collinge* | | | | |
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| Attending: |  | *Joanne Sherrington (Deputy Principal), John Wherry (Deputy Principal) and Steven Downham-Clarke (Vice Principal)* | | | | |
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| Clerks: |  | *Ron Matthews (Clerk)* | | | | |
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| Apologies: |  | *Louise Bell* | | | | |
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| ***Public* Minutes** | |
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| Item number: | Item description: |
| (and category) |  |
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| **01.22** | ***Attendance of College Management*** |
| ***Decision*** | Standing Order 13 states that:  As a matter of policy all meetings of the Corporation and its Committees will be held in private. The agendas and minutes and supporting papers of its public business will be made available to the general public.  However:  (a) The Principal shall be authorised to invite members of staff to attend in their employed capacity for both public and confidential business as appropriate and in accordance with Standing Order 25.  (b) The Corporation however, may exclude members of staff from attending any business that it deems necessary.  (c) Attendance by other persons shall be at the discretion of the Corporation following advice from the Principal or Clerk.  **Resolved:**  **That Management attend for the public and confidential agenda items.** |
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| **02.22** | ***Apologies for Absence*** |
| ***Record*** | Apologies for absence had been received from Rafik Adam, Louise Bell and Bryony Clark. |
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| **03.22** | ***Declarations of Interest*** |
| ***Record*** | There were no declarations of interest made in respect of items on the public agenda. |
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| **04.22** | ***Appointment of FE Student Governor*** |
| ***Decision*** | Following the resignation of the FE Student Governor the Student Body had recently held an election to seek a replacement.  Bert Medhurst, Sport and Cricket, was successfully elected and the Corporation was therefore asked to confirm the appointment of Bert as the FE Student Governor.  **Resolved:**  **That Bert Medhurst be elected as the FE Student Governor and to also serve on the Audit and Governance Committee.** |
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| **05.22** | ***Internal Audit Recommendations - Strategic Control*** |
| ***Decision*** | The Corporation had given consideration earlier in the day, at the Away Event, to a recommendation from the Internal Auditors relating to the treatment of committee minutes.  The operational recommendation stated:  'Copies of the minutes of Committee meetings be circulated to members of the Corporation, in accordance with the Terms of Reference for all Committees, or include each meeting on the Corporation meeting agenda stating that the minutes are available on the portal'.  The Clerk reported that to implement the above recommendation, rather than the current reporting arrangements, would require amendments to the meeting timetable.  **Resolved:**  **Having considered the recommendation of the Internal Auditors the Corporation wished to remain with the current arrangements of reporting committee meetings which clarified any actions required.** |
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