

PASTON COLLEGE
FURTHER EDUCATION CORPORATION

Meeting of the Corporation

Draft Unadopted Minutes of a meeting of the Corporation held on Wednesday 22 October 2008 in the Nelson Room, Paston College commencing at 4.30pm.

Present:

Francis Harmer (Chairman)
 Stephen Baker
 Richard Draper
 Brian Durrant
 Nigel Horner-Glister
 Ivor Kiddle
 Nicola Lucking
 Peter Mayne
 Richard McGreevy
 Jayne Morgan
 Maurice Sendall
 Peter Stibbons
 Clive Stockton

In attendance:

Tim Ellen (Vice Principal)
 Rob John (Vice Principal)
 Christina Sadler
 Mike Wibberley (Chaplin Frobisher Welling, Clerk)
 Susan Bowman

1. **Apologies for Absence**

Apologies were received from Rachel Chambers, Elizabeth Cornwall, David Ablett, Julia Howard and Peter Hardy.

2. **Minutes of the Previous Meeting**

The minutes of the meeting held on 16 July 2008 were agreed and the meeting moved to a part 2 confidential meeting.

The Part 2 meeting being concluded, the Part 1 meeting continued. Susan Bowman joined the meeting.

3. **Matters Arising from those Minutes**

The Principal informed members that Bev Curtis of Education Personnel Management based in Huntingdon would be providing personnel advice and consultancy services to the College.

4. **Principal's Report**

The Principal presented the Results 2008 report and two reports on College Targets 2003/04 – 2008/09. The Corporation was pleased to note the very high standards achieved and this confirmed that the strategy for Improving Student Achievement was working well. The Corporation thanked everyone involved in a most successful outcome. It was noted that the reports would be further considered by CQS. The members reviewed the updated performance targets for 2008/09 and after careful consideration **it was resolved:**

To adopt the updated performance targets for success rates (SO2) subject to their final review by CQS on 12 November 2008.

It was agreed that CQS be authorised to make changes to the performance targets for success rates (SO2) subject to any revisions being promptly circulated to all members.

5. **Committee Report**

a) **Search & Governance**

Maurice Sendall presented the Chair's Report.

It was resolved:

To confirm the appointment of Stephen Baker as Parent Governor and approve his membership of CQ&S

To amend the membership clause 4a of the terms of reference of PDG to read:

"The Chair of Curriculum, Quality & Standards Committee and one other member of that committee"

To appoint Nicola Lucking to PDG

The Corporation was advised that initial discussions had been held with potential candidates to fill the current vacancies and there were other names being considered by S&G. All members were asked to be aware of their role in the appointment of governors.

Members were advised that a Governors' training day would be held on 14 January 2009 and Committees were being consulted on the content for the day. Governors were asked to advise the Clerk of their development needs, following which the Clerk would liaise with Rob John in planning the day.

b) **Finance and General Purposes Committee**

Francis Harmer presented his report.

Tim Ellen updated members on the progress of the Capital Development.

Members received the income and expenditure report to 31 July 2008. This showed a deficit for the year of £9,876 compared to a budget deficit of £160,774 and a draft annual accounts surplus of £10,283. Tim Ellen reported on the budget and accounts variances.

The Corporation received the draft annual accounts to 31 July 2008 and noted that they were for information only. A final draft for Corporation approval will be presented to the December meeting of Corporation.

A report showing enrolments 2008 was received. Members noted that current enrolments stood at 688 and the College would be undertaking further recruitment during the year.

(Richard McGreevy left the meeting)

The Corporation considered how best to undertake market research into students' needs. Members recognised that whilst different categories of students had differing needs, there needed to be a clear identity for the College as a whole. It was noted that CQS would consider this further at their next meeting.

6. **Date and Time of Next Meeting**

Wednesday 17 December 2008 commencing at 4.30 p.m.

The meeting ended at 6.00pm