

CORPORATE GOVERNING BODY OF GODALMING COLLEGE

Minutes of a meeting of the Corporate Governing Body of Godalming College held at the College on Tuesday 27th September 2011 at 7.00pm

Present:

Hugh Pile (Chairman)	David Adelman(Principal)
Karen Bryan	Stephen Cooper
Emily Davis	Stephen Dennison
Angela Gallagher-Brett	Robin Galliver
Brenda Jenner	Michael Laver
Clive Morton	David Roberts
Stephen Smith	Sharon Ward

Apologies:

Philip Knights	Neil Parsons
David Wheatley	

In Attendance: Stella Halloran(Clerk to the Corporation)

ACTION

- 1. Apologies for absence:** Philip Knights, Neil Parsons and David Wheatley apologised for their non attendance – these apologies were accepted.
- 2. Declaration of Interests**
No member had any interests to declare on items on the agenda.
- 3. Minutes**
The minutes of the meeting held on 28th June 2011 were approved and signed.
Matters arising from these minutes, that would not appear elsewhere on the agenda, were agreed to be confidential.
- 4. Review of Confidential Minutes**
The minutes from the 2009/10 and 2010/11 academic years, which had been treated as 'Confidential' were reviewed and it was unanimously agreed that in all but one case they should remain 'Confidential'. The minutes of the meeting of the Corporation held on 24th January 2011 were agreed to be no longer confidential.
- 5. Chairman's Actions**
The Chair reported that he had applied the College Seal to the contract with MJF Business Services Ltd for the refurbishment of the Student Dining Room and ILC Private Study Area.

Those governors who had seen the refurbishment were impressed. It was agreed that all governors would be invited to a tour of the new facilities prior to the December Corporation meeting. **CLERK**

Hugh Pile also reported that he and David Adelman had met with Lord Hill, minister responsible for Sixth Form Colleges, in July for about 40 minutes. The reasons for the funding differential between 5 – 16 schools and Sixth Form Colleges had been explored and Lord Hill's reasoning for this was that it was at the earlier ages of education where the problems were.

Representations focussed on years 3 and 4 of the government's funding plans and how difficult it would be for colleges at that stage.

Hugh Pile informed governors that he intended to maintain a dialogue with Lord Hill, reminding him, every 6 months or so, of how the funding cuts were affecting the College.

A governor asked whether the SFCF had made representations – the Principal assured them that it had, as had many individual colleges.

6. Report of the Principal

David Adelman gave a verbal report, accompanied by a power point presentation on the current state of the College. Topics covered were:

Performance Results 2011 – the results were good, with 98.2% pass rate and 59.9% A* to B rate at A level with 89.4% pass rate and 46.1% A* to B at AS and 100% pass rate at BTEC level 3, with 83.7% distinction or merit.

Governors asked if statistics were known about how many students achieved the grades they needed to go on to the university of their choice and how many attained a minimum of 2 A and one B grades. The Principal was also interested in these statistics and agreed to bring them to the Corporation when the information arrived from UCAS.

D ADELMAN

Value Added

At A level this was 'Good', at AS level, 'Excellent' and BTEC 'Outstanding'.

Performance Aims

The aim was to have interesting and individual lessons with students working hard and independently.

Departments not achieving the floor level of 40% A/B grades at AS level and 50% at A level were to be targeted.

Re-emphasis on Student Work Ethic

The Silent Study area was working well and there had been reminders of the necessity of a 40 hour working week.

Student Numbers

The target for enumeration day in November was 1770 (an increase of 30 over last year). 1800 had enrolled by 12th September, but there was usually a drop out in the first few weeks.

The Principal reported that it had been harder to get to this number this year and the waiting list had twice been re-opened. He felt that recruitment was harder due to the lack of EMA and travel subsidies as well as schools making a more determined effort to keep their students in their Sixth Forms.

Assuming the target of 1770 was achieved, this would give an additional £150,000 to the College in 2012-13, although in that year funding cuts would mean a fall of £250,000.

The College was looking at a subsidised bus service from the Farnham area in order to assist with recruiting.

College Information System (CIS)

This was working well and providing support in most areas of college administration.

Government Policies

It would appear that the government was returning to a more traditional style of subjects and examinations.

The Chair thanked David Adelman for his report and requested that congratulations to all staff for the excellent exam results be minuted. This was unanimously agreed. **CLERK**

7. Three-year Financial Plan

It had been necessary to submit this plan to the YPLA by the end of July, but due to the proximity of this to the end of term, it had not been possible to seek full Corporation approval by that date. Brenda Jenner, Chair of Finance and Estates had seen and agreed the Plan prior to it being sent.

At a meeting of the Finance and Estates committee prior to this meeting, it had been agreed to recommend the Plan to the Corporation.

The three-year plan 2011- 14 showed a deteriorating financial position. The differences between this plan and the four year plan previously seen by governors were that the growth in student numbers could no longer be assumed and it had been felt judicious to incorporate a pay rise in year 3. The consequence of this would be to reduce the College's financial health status from 'Outstanding' to 'Satisfactory'.

The Three-year Financial Plan 2011 – 14 was unanimously agreed.

8. **Corporation Business**

(a) Register of Interests

To be completed by governors and given to the Clerk please.

(b) Members Directory Update

This had been circulated with the agenda – if any entries were incorrect, governors to notify the Clerk please.

(c) Terms of reference

The Terms of Reference for all committees were agreed.

(d) Procedures Compliance Checklist

This was agreed as correct.

(e) Child Protection and Waverley Federation Governors

Angela Gallagher-Brett agreed to continue as Child Protection Governor and Hugh Pile as the Waverley Federation Governor.

(f) Attendance at SARs (Self Assessment Reviews)

Dates had been circulated. The Clerk would email the timetable for each day and governors were encouraged to let the Clerk know their availability.

S HALLORAN

11. **Governors Self-Assessment**

Governors were requested to complete the self-assessment form and skills audit, which they had received in their pack . These to be returned to the Clerk please.

ALL GOVERNORS

The meeting divided into groups to consider the effectiveness of the Corporation. The groups addressed a series of questions compiled by the Clerk, and the leaders of the groups reported back to a plenary session of the meeting on each of the questions. The results would be collated by the Clerk and would be considered by the Chairs' Forum, with a view to changes to Corporation procedures being proposed to the next meeting where appropriate. At the same time, the results would provide evidence for the Corporation SAR which would be brought to the next meeting.

CLERK

16. **Date of next Corporation meeting:**

Tuesday December 6th 2011 at 7pm in the Board Room.

The meeting closed at 9.00pm

Signed:

Date: