

## THE BOARD OF TRUSTEES OF GODALMING COLLEGE

Minutes of the meeting of the Full Board of Trustees of Godalming College  
held at the College on Monday, 16<sup>th</sup> September 2019 at 4.30pm

**Present:**

Peter Aitken	Hamish Cameron Blackie	Adam Duce
Elizabeth Graham (Chair)	Geoff Howes	Douglas Jack
Justin Knight	Jeremy Pattison	Shirley Price
Hannah Roberts	Emma Young (Principal)	

**Apologies:**

Nick Poulter	James Fargus	Zoe Marsden
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**In attendance:**

Oliver Boyd (SU Vice President)	Sarah Baudains (Finance Director)	Sharon Harmon (Clerk)
Peter Hopwood (SU President)	Oliver Stevens (Deputy Principal)	

	The Chair welcomed to the meeting the newly appointed Finance Director, Sarah Baudains.
<b>1</b>	<b>Apologies for Absence</b>
	Apologies for absence were received for Nick Poulter and James Fargus.
<b>2</b>	<b>Declarations of Interest</b>
	There were no declarations of interest.
<b>3</b>	<b>Minutes of the meeting held on 8<sup>th</sup> July 2019</b>
	The minutes of the meeting of the Full Board held on Monday, 8 <sup>th</sup> July 2019 were agreed and signed as an accurate record by the Chair with minor amendments as set out below. <ul style="list-style-type: none"> <li>• Correct numbering for last two items.</li> <li>• Include Shirley Price, Zoe Marsden and James Fargus in list of those present at the meeting.</li> </ul>
<b>4</b>	<b>Matters Arising</b>
	<ul style="list-style-type: none"> <li>• The Board noted that all actions from the previous meeting had been completed.</li> <li>• The Board had a brief discussion about the programme for the Trustees Annual Conference in December. The Chair advised the Board that any further suggestions for the programme would be welcome.</li> </ul>
<b>5</b>	<b>Principal's Update</b>
	The Principal reported to the Board on events concerning the College since the last meeting. <ul style="list-style-type: none"> <li>• There is a new Secretary of State for Education, Gavin Williamson, who now has the remit for both FE and Schools.</li> <li>• Over the summer the Principal wrote to Anne Milton (former Minister for Skills and Apprenticeships) and Jeremy Hunt (local MP) asking them to sign a letter to the Chancellor to support the Raise the Rate campaign. Neither decided to sign the letter. 93 MPs across the country did sign the letter.</li> <li>• In the latest government spending review the Chancellor announced a £400 million increase in budget for the FE sector. For the College this equates to a small increase in the funding rate per student from c.£4000 to £4188. In addition, the College will also receive funding for the increase in the teachers' pension contributions for a further year.</li> </ul>

- The Government has also announced that it is removing the OFSTED inspection exemption for 'Outstanding' schools and Colleges.
- Broadwater School is out for consultation to join the Greenshaw Learning Trust.

**Q.** Justin Knight asked when the College would receive the increase in the per student funding rate.

The Principal confirmed the increase will come into effect next year.

The Board had a brief discussion about the new specialist Maths School opening in Guildford.

#### **Exam Results**

The Board reviewed the Exams Results Report presented by the Principal and Deputy Principal. It was noted that the College had achieved one of its best ever sets of results. The A Level A\*-B rate is up from 58.9% to 61.3% and exceeds the national benchmark by over 10%. The results have exceeded the College SAR target of 60%. BTEC courses have a 100% pass rate, with 96.7% of students getting the highest grades (Di\*-M). AS performance was also very strong. GCSE results are strong overall, particularly GCSE English and GCSE Maths both of which exceed national averages substantially. The overall GCSE high grade rate (9-4) is up from 51% to 59.8%.

In terms of value added the College achieved an Alps grade 2. The LV3 grade will be published in October and the College expects to do well.

The Deputy Principal noted that staff had worked hard to support students in achieving such stellar results including the introduction of a number of initiatives such as the 50/50 Learning initiative, improved tracking of students' progress.

The Board congratulated all staff on their hard work and a great set of results.

#### **Enrolment**

The Principal provided the Board with an overview of the enrolment process. The Principal reported that the College had enrolled 1925 students.

The Board discussed the dip in the conversion rate and factors impacting enrolment. It was noted two main reasons for the lower enrolment are the current demographic dip and also the continued competitive market.

### **6 Board of Trustees Business**

#### Register of Interest

The Board returned completed Register of Interest forms to the Clerk.

#### Committee Membership

The Board reviewed Committee membership.

#### Attendance Figures 2018/19

The Board reviewed Trustee attendance at meeting figures for 2018-19. It was noted the overall attendance at meetings figure was 82.96% which is a slight dip on last year's attendance of 89.56%. However this figure is still above the National Colleges average of 80%.

**Action:** Clerk to ensure Trustee attendance at meetings is published appropriately on College website.

<b>7</b>	<b>Management Accounts July 2019</b>
	<p>The Board reviewed the College accounts to July 2019. The Board did not have any queries on this set of Accounts.</p> <p>The Finance Director noted that going forward the accounts will be presented in a simplified format and invited input and suggestion from the Board.</p> <p>Q. Douglas Jack noted that the Balance sheet could be more user friendly and would benefit from further clarity on reserves position.</p> <p>The Principal confirmed that going forward the Board will receive College accounts on a bi-monthly basis.</p>
<b>8</b>	<b>Governance SAR</b>
	<p>The Board reviewed updates to the Governance SAR 2018/19. It was noted all targets have been completed or are ongoing. The Board had a brief discussion on future targets.</p>
<b>9</b>	<b>Reports from Link Trustees</b>
	<p><u>Safeguarding</u></p> <p>In Zoe Marden's absence the Principal reported there were no reports of Safeguarding issues since the last meeting.</p> <p><u>Equality, Diversity and Inclusion</u></p> <p>Elizabeth Graham reported on Equality, Diversity and Inclusion (EDI) developments since the last meeting. There are now EDI posters with key contacts up around the College. Adam Duce (EDI Officer) has started work on the EDI SAR. On 4<sup>th</sup> October the College is holding a 'Festival of Equality' organised by Adam Duce.</p>
<b>10</b>	<b>AOB</b>
	<ul style="list-style-type: none"> <li>• The Chair reminded the Board to ensure they are up to date with Safeguarding training.</li> <li>• The Chair asked that any suggestions for the programme for the Trustees Annual Conference to be forwarded to the Clerk.</li> <li>• Shirley Price asked what initiatives the College had in place in relation to sustainability. The Principal outlined a number of projects and initiatives in train including that the Greening Godalming Group and the Student Union are driving a green initiative through various projects. The College will look at removing single use plastic from the College. The Principal confirmed sustainability is very much on the College agenda.</li> </ul>
<b>11</b>	<b>Dates of future meetings</b>
	<ul style="list-style-type: none"> <li>• Monday, 9<sup>th</sup> December 2019 at 4.30pm</li> <li>• Monday, 30<sup>th</sup> March 2020 at 4.30pm</li> <li>• Monday, 6<sup>th</sup> July 2020 at 4.30pm</li> </ul>
<b>12</b>	<b>Confidential Item</b>
	None.

The meeting closed at 5.25pm

Signed ..... Date.....