

**MINUTES OF THE FULL GOVERNING BODY
THURSDAY, 3RD FEBRUARY 2011**

Present:	David Arnold (Chairman)	Jenny Ayres
	Steve Tucker	Matthew Bindon
	Rob Johnstone	Jeremy Fothergill
	Nick Grodhunce	Anita Johnson
	Kathryn Dunning	Liz Matthews
	Roger Pope	Sarah Anderson
In attendance:	Lis Collard	Stuart White

The Chairman welcomed all the Governors to the first meeting of the new Academy Governing Body.

1. Apologies for Absence
None

2. Resolution to appoint interim officers and to agree Committee structure of new Governing Body including roles and responsibilities

The Chairman explained that Members had agreed to contract the Committee structure of the new Governing Body into two Committees: Strategy & Finance and Learning & Community. The role of these two committees is to look at issues in a more in-depth way and to then make recommendations for formal ratification to the Full Governing Body meetings. The Chairman advised that Governors who wished to bring up items at Committee or the Full Governing Body meetings should ensure that these are raised with the appropriate Chairman prior to the meeting. Items of 'Any Other Business' are only raised in exceptional circumstances.

In order to provide continuity and whilst new Governors become acquainted with the role and responsibilities involved, the Members had also recommended that Jeremy Fothergill and Jenny Ayres, the existing Chairs of two of the previous committees, continue to chair these two Committees on an interim basis. In the same way, David will continue to chair the Full Governing Body meeting until the Summer Term. Should a Chairman be unavailable for the meeting, the Articles of Association provided that any Governor attending may be elected to chair that particular meeting and so Members had suggested postponing Vice Chair elections again until June. The meeting of the Full Governing Body in the Summer Term will then hold elections for all roles in accordance with the policy.

Governors agreed to these proposals:

Proposed:	Jeremy Fothergill	
Seconded:	Sarah Anderson	All in favour

The revised Governors' Committees and Terms of Reference Policy was proposed for ratification:

Proposed:	Rob Johnstone	
Seconded:	Anita Johnson	All in favour

3. To update on budgets and new financial systems

The Chairman introduced Stuart White, Business Manager, to Governors. Stuart tabled a briefing paper outlining the background to the College budget and explaining the funding process pre and post-Academy.

Stuart drew particular attention to the following highlights from the projected revenue carry forward sheet appended to his financial report:

- Projected revenue is £944,159, based on assumptions re current funding.
- No capital element is included in the £1.8million guaranteed income.(January to March)
- All other income is Indicative funding based on previous LA funding with the addition of the percentage DCC topsliced funding direct from the YPLA which equates to approximately £50K per month. This funding is not guaranteed and may well drop following anticipated cuts in government education funding from April.
- Extrapolated Funding is funding for which there has been no indication at all. The DCC Extrapolated Exceptional funding from County to provide support for specifically named students with special educational needs. This will change depending on which students are 'statemented' in the future.
- Standards Fund Devolved, Schools Standard Grant and Personalised Learning is included as at present. YPLA have notified us that these funds will cease as from 1st April and will be consolidated into the annual grant but the exact amount is as yet unknown.
- Specialism funding is included as at present. Specialisms will not be funded in the future although the equivalent funding will be provided by the DFE to the Local Authority (at least for this year April to March). The LA will then make the decision on funding allocation. At this stage we do not know what level of funding we will receive.
- Projected expenditure over the next 8 months is £4,470,209 although this figure will be further refined and presented to the Strategy & Finance Committee on 3rd March for approval prior to formal submission to the YPLA.

Stuart then referred to the Summary Projected Financial Statement for 31st August 2011 and drew particular attention to the following:

- Projected revenue figure of £944,159. This figure is based on assumptions on continued income.
- The Devolved Capital figure of £254,222 is the remaining Devolved Formula Capital (DFC) funding which has been drawn down from County where it had been held for the College to draw off for capital projects. This is now being held in the College bank account.
- Stuart is confident that the potential carry forward will be within the new limits of 12% (2% revenue, 10% capital). The increase in capping allowances as an Academy is a big advantage over the 5% County limit previously enforced, This will prevent the need to 'speedspend' at the end of the financial year to avoid clawback.
- Future capital projects range from £100K for a new pavilion to £1.5million for a new Sports' Hall, with others such as a new canteen/refurbishment, solar energy, IT infrastructure, development of new playing fields.
- Steve Tucker asked how we might better predict budget carry forward. Stuart explained that prior to his appointment department budgets had been based on a pupil/period formula taking no account of actual requirements. There had also been lack of planning for , for example, maintenance programmes, meaning that expenditure was not properly estimated. In future department allocations will be based on planned needs leading to more effective financial management control of their budgets and, as far as possible, central school budgets will be specifically defined.
- School transport costs will continue to be met by County although as reported in the press today cuts in services to rural areas may affect the provision of some services.

The Chairman thanked Stuart for his report. He emphasised to Governors that although the College is in a strong financial position at the end of this financial year, Governors will have critical decisions to make as to the best and most effective way of balancing the need to invest funding to better the educational needs of students and support the infrastructure of the College against the uncertainty over continued future funding.

4. **To update Governors' paperwork on transfer to Academy Status**

The Clerk confirmed she had circulated paperwork to Governors including:

- CRB (Criminal Records Bureau) forms
- Registration of business interests form
- 'Guidance for Safer Working Practice for Adults who Work with Children and Young People'
- Director form for the registered company
- Principal's Report to Governors – Autumn Term 2010
- By email: Guide to the Law for School Governors

She requested that all outstanding paperwork be returned to her as soon as possible. It was also agreed to circulate the Articles of Association to all Governors and Sarah Anderson agreed to supply Lis with the latest version of these for electronic circulation to Governors.

5. **To consider the transfer of all existing policies to the new Governing Body pending individual review as required by the review process**

It was agreed to transfer all policies as written for acceptance by the new Governing Body subject to individual review as required by the review process

Proposed: Jenny Ayres
Seconded: Anita Johnson All in favour

6. **To Agree The Way Forward**

The Chairman referred to his email to all Governors outlining discussions at the Members' meeting on 25th January and used this as the basis for discussion. He drew particular attention to:

- The number of Governors who have a parental involvement in the College. He reminded Governors that Governing Body meetings are not the forum for discussion of individual student issues or needs and that Governors who have personal issues should take these through the appropriate College channels.
- Governors are reminded that all proceedings of the Governing Body are confidential. Minutes of Full Governing Body meetings are edited and placed on the College website. Governors are requested not to have contact with the press and any such requests for comments/information should be channelled through the Principal.
- Governors have been allocated to specific Committees. Committee Membership will be reviewed annually at the summer FGB meeting.
- Governors have been allocated specific key task assignments covering a range of activities in key areas of the College, eg Steve Tucker/Health and Safety. These have been chosen to reflect Governors' experience and skills but if there is a problem with any allocations, please let the Chairman know.
- In the past Governors have found it difficult to integrate into the Governing Body and to pick up what they need to know about how the College operates and how Governors can be involved. To help this, all the new Governors have been allocated an experienced Governor to act as their mentor.
- Historically Governors have been linked to specific College departments. It is hoped to continue this practice and Members have allocated Governors to department(s) as per David's email. If any Governor wishes to alter these, then he/she should contact the Chairman to arrange this. The Chairman stressed that it was important that Governors should not feel that they have to attend every department meeting but in the past Governors have been involved in many ways: by email, by telephone, attending department meetings, talking to groups of students, and going on field trips/visits. At the

very least, Governors should make contact with their Link Governor in order to form relationships so that Departments are able to enlist their support as and when needed. It was suggested that an initial meeting to introduce themselves would be useful, The Clerk will email Governors with their link Head of Department email address so that Governors can arrange to meet with them. It was also suggested that Governors ask HODs to copy them in on departmental minutes so that they keep abreast of what is going on in their link department.

The Chairman concluded the discussion by reminding Governors that with Academy freedoms comes increased responsibilities. The College has been incredible at revitalising and reinventing itself under the excellent leadership of the Principal and it is important to continue this upward spiral. In that context Governors will also find themselves with the challenge of identifying opportunities for the future. With this in mind, David concluded by playing a YouTube video which encapsulated the challenge of educating students in a world spiralling with the speed of technological advancement.

<http://www.youtube.com/watch?v=cL9Wu2kWwSY>

The Principal confirmed that there are two schools of educational thought: one which recognises that the advancement of new technologies is at such a pace that you cannot predict what the world will be like in 50 years' time and therefore it is important to imbue students with skills rather than knowledge; and the other held by some such as Michael Gove who think that the development of academic ability is necessary in order to compete with rising industrial nations such as India/China. As a College, the Principal is keen to drive both forward – developing lifelong skills through tools such as the Opening Minds curriculum whilst at the same time meeting the academic demands of curriculum based initiatives such as the English Baccalaureate against which the College will be measured and for which it is likely that students will need to gain access to university. There is also an added challenge to market and utilise the excellent facilities and teaching at the College for use by the community whilst also being able to generate a revenue stream to top up potential cuts in government funding.

Exciting times!

The meeting concluded at 9pm.