

**CHELMSFORD COLLEGE
BOARD OF THE CORPORATION
7 December 2018**

Minutes of a Meeting of the Board of the Corporation held at the Committee Room, Moulsham Street Campus, Chelmsford on Friday 7 December 2018 at 2.00 pm.

PRESENT: Elaine Oddie (Chair)
Andy Sparks (Principal)
Jenny Beaumont
Stuart Hodges
Susan Hughes
Janet Maynard
Amanda Montague
Sarah Noble (Vice Chair)
Christian Norman
Seena Shah
Barbara Vohmann
Doug Zeeman

IN ATTENDANCE: Caroline Williams (Deputy Principal)
Debs Hurst (Vice Principal, Finance & Corporate Resources)
Rob Millea (Clerk to the Corporation)
Joanne Harrington (Assistant Clerk)

1297. APOLOGIES FOR ABSENCE

Apologies for Absence were received from Ryley Shrimpton. Steve Houghton was absent.

1298. DECLARATIONS OF INTEREST AND NOTIFY ANY CONFIDENTIAL ITEMS

The Clerk to the Corporation renewed his declaration that he acts as Clerk to South Essex College and Company Secretary of Essex Shared Services Limited. He also notified the Board that his wife's cousin is the Clerk at Writtle University College.

Barbara Vohmann renewed her declaration as an employee of Anglia Ruskin University and her involvement with links between ARU and Writtle University College.

The Vice Principal, Finance & Corporate Resources renewed her declaration as a Member Representative on the Essex LGPS Advisory Board.

The Principal renewed his declaration as a director of ACER.

The Chair and the Principal renewed their declarations as Directors of Essex Shared Services Limited.

Christian Norman declared an interest in that he is now being employed by New City College, London on a short term contract until 31 July 2019.

The following **confidential** items were notified:

- Agenda Item 19 – Minutes and Recommendations of the Remuneration section of the Search Governance & Remuneration Meeting held on 6 November 2018. These minutes were provided only to the independent governors and to the Principal.
- Agenda Item 7 – Collaboration in mid-Essex

1299. URGENT BUSINESS

Sale of Beacon House

A cash offer of £2.9 million for the sale of the property has been received and, after consultation with the Chair and the Principal, it was felt this was a better option instead of holding out for a higher offer which had been received (as that offer was dependent on planning permission being granted which is inherently uncertain).

This cash offer has been accepted. It was hoped to exchange contracts before Xmas and complete on 28 February 2019. A 10% deposit (£290,000) is receivable on exchange.

(Post Meeting Note: the exchange of contracts has been delayed due to outstanding searches but is expected in the first week of January)

Amendment to Minutes of 6 July 2018

The Board **NOTED** that a minor amendment had been made to the Board minutes of 6 July 2018 before they were uploaded to the website, due to a confidentiality issue.

There were no other items of Urgent Business.

1300. MINUTES OF THE MEETING HELD ON 28 SEPTEMBER 2018

The Minutes of the Meeting held on 28 September 2018 were **APPROVED** and **SIGNED** by the Chair, subject to one minor textual adjustment being made.

The Board **NOTED** that Confidential Minutes of the Board Meetings held on 19 October 2018 and 6 November 2018 were **APPROVED** and **SIGNED** as part of the Confidential Minute **1303** below.

1301. MATTERS ARISING

The Clerk tabled a paper tracking actions arising from the last minutes, which was **NOTED**.

Debs Hurst will provide a clarification of the calculations of the Financial Health KPI to a governor.

All other carry forward matters from the last Minutes are covered in the Principal's Report, the HR Report and in the Finance Report, which are part of this Meeting's Agenda papers.

1302. PRINCIPAL'S REPORT

The Principal presented a written Report for the information of governors.

Overview

He referred to the following issues:

- Good start to the academic year
- New Ofsted Framework from September 2019 – revised grade areas: behaviour & attitudes, personal development, quality of education and Leadership and management – less emphasis on data – the new Inspections will be separated into three categories: Apprentices, 16-18 students and Adult students
- Challenge of meeting AEB budget as starts currently down on expectations
- Increase of low level poor behaviour
- Completion of Phase 1 Princes Road development and planning has begun for Phase 2
- YouTube advertising through marketing films had boosted attendances at Open Evenings and were welcomed by governors

The Principal mentioned that Ofsted are running a series of pilot inspections in the New Year on the new framework. It is possible that Chelmsford College may be called for a pilot inspection against the new framework. This would be a useful benchmark to demonstrate the College's position at present.

Writtle University College Partnership

- Progress gathering pace
- The College is providing WUC with MIS and Data support on their FE provision
- Planning to assist in staff deployment and efficiency underway
- Outside consultants to carry out Options Review will proceed soon
- See also confidential minutes

Enrolment

This is covered in Minute **1304.2**.

Finance

Finance matters highlighted by the Principal are covered in Minutes **1304.1** and **1304.2** – Management Accounts and Learner Numbers and Financial Implications.

Staffing

This is covered in Minute **1306**.

Curriculum Issues and Quality Improvement

- Brief explanation of the new Ofsted Inspection Framework
- First End point Assessments for apprenticeships commenced (customer service and accounting)
- Progression opportunities for students being reviewed by academic managers
- College Improvement Plan reviewed/approved by Quality & Learners Committee on 6 November 2018
- Review and development of the planning and formative assessment of externally assessed unites

There is an additional key action for priority one of the CIP and that is regarding planning and completion of progress reviews.

1303. COLLABORATION IN MID-ESSEX

This was deemed to be a Confidential Item and a separate minute has been prepared which is attached to these Minutes.

1304. FINANCE REPORT

1304.1 Management Accounts for the three months ended 31 October 2018

The Assistant Principal, Finance & Risk presented the Management Accounts for the period ended 31 October 2018 for discussion and comment by the Board. These accounts have been reviewed by the two designated Finance Governors (Elaine Oddie and Amanda Montague).

For the year to date, the College is showing an operating deficit of £93K against an original budgeted deficit for the period of £227K, a favourable variance of £134K.

Total income amounted to £3.822 million and total expenditure amounted to £3.915 million. Income is £142K below budget due to lower achievement in AEB and Apprenticeship income to date this year. Meanwhile, expenditure is £276K better than budgeted.

Inadequate Financial Health due to not yet having received monies due from ECC for Higher Needs funding – a timing difference as this is now received and invoiced

The Accounts were accompanied by a Detailed Commentary explaining the variances from budget. These management accounts do not take into account any adjustments which will result from including FRS102 pension adjustments.

The Contribution Statement by Cost Centre was provided to members – this is on a direct cost basis only with no allocation of overheads.

The Financial Health table with detailed calculations of the scoring on the ESFA methodology was provided to members.

In answer to a question from the Chair, Debs Hurst responded that the monies due now from Essex County Council in respect of the Goldlay project have been received. Further amounts are due next term.

Governors **NOTED** the result to date and the risks to achieving the break even position for the year, particularly from the level of Apprenticeship income. This is discussed further in minute **1304.2** below.

At 31 October 2018, group net assets stood at £15.2 million, including cash of £0.9 million and revalued fixed assets of £32.7 million.

The College's Financial Health for 2018/19 to date, based on the ESFA's new methodology, is Inadequate but is expected to rise to Satisfactory by 31 July 2019, following the sale of Beacon House and paying down debt.

Cash flow has been positive for the year and the revolving credit facility will not be necessary in early 2019.

The current ratio stands at 0.45. Pay expenditure as a percentage of income is 63% against target of 63%. Borrowing as a percentage of income is 42% within ESFA tolerances.

All bank covenants are being met.

Debs Hurst informed the Board that she was working on a draft **reforecast of the Budget for 2018/19**.

At present, it is showing a forecast deficit for the year of £73k against the original budget for the year, which was optimistic, of a surplus of £200K.

It was noted that there would be a book profit on the sale of Beacon House of £245K and, with some release of the revaluation reserve of around £130K, it is expected that Total Comprehensive Income for the year (excluding any pension adjustments) would be around £300K profit.

The reforecast is still in progress but the target is still to break even at the operating level, excluding Beacon House profit and the revaluation reserve adjustment. It is no longer felt that the original £200K operating surplus is achievable.

The key risks which the College faces in achieving the reforecast are the Adult Education Budget, Apprenticeship income and keeping agency costs for hard to recruit areas as low as possible.

In response to governor questions and by way of mitigation against these risks, Debs Hurst and the Principal indicated that partners will be sought to help deliver the Adult Education Budget so that the allocation is utilised and no clawback results. It will also be necessary to review costs in respect of delivering Apprenticeships if the income is reduced. If the in year business case for additional funding is successful with the ESFA, then

further income of £150-200K is possible, but this is by no means a certainty. It will further be imperative to keep close control over non pay costs.

The preference for achieving the AEB budget would be to bring Aspire staff (current sub-contractors) onto the College payroll in house for delivery, which would take us off the subcontracting register. This will not add to costs.

The Chair noted that other income is down against budget and needs to be monitored along with cost control.

A governor asked about the effects of the merger of SEC and PROCAT on the business of Essex Shared Service Limited. The Principal mentioned that PROCAT are being inspected by Ofsted this week. The merger will take place on 1 February 2019 and the impact of PROCAT on joining ESS would not impact the quality of service from ESS. It may well reduce the cost share of ESS to Chelmsford.

The Principal further reported that EPA Hub is progressing with the first assessment next week. At present, numbers are small (85) but this will increase to 300 and then ultimately 700 as the Apprenticeship reforms take full effect. A nominated member of the EPA User Group will attend ESS Board Meetings to give a Report in future.

The Risk Register will be amended accordingly for budget achievement.

The Board **APPROVED** the Management Accounts for the period ended 31 October 2018.

1304.2 Learner Numbers and Funding for 2018/19

The College recruited an increased number (73) full-time **16-18 students** this year compared to last year.

This means that the College allocation for 2019/20 will increase by around £350K over this year.

As last year, the College has submitted a business case to the ESFA requesting an exceptional adjustment to the 2018/19 allocation (an in-year payment) due to the increase in full time learners. If successful, the College will receive a further income this year of approximately £350K.

Recruitment of **19+ students** is behind target (AEB) and efforts are underway by Senior Management to ensure this funding line is maximised. It is acknowledged that this is a risk and is shown in the Risk Register. Further comments in minute **1304.1** above.

Apprenticeships recruitment is a little down at this stage but there is reasonable confidence the budgeted income can be achieved.

The Report was **NOTED**.

1304.3 Finance & HR KPIs for 2018/19

The Board **RECEIVED** a Paper from the Vice Principal, Finance & Corporate Resources proposing Finance and KPI targets for 2018/19.

The **Finance KPIs** cover a variety of measures concerning the income & expenditure account and the balance sheet, cash levels and Financial Health.

Financial Health is expected to be Strong Satisfactory by the end of 2018/19. The minimum ongoing cash balance is budgeted to be £500K with at least 30 cash days in hand at any one time. The current ratio is likely to be around 0.5, which is the target.

The **HR KPIs** cover staff turnover, absence levels and performance management through achievement by staff of the 5 key expectations in classroom observations.

Both sets of KPIs mirror the KPIs set in the College Strategic Plan approved last summer for 2018/21.

The Board **APPROVED** the KPIs for 2018/19 as itemised in the Paper.

1305. Annual Report & Financial Statements 2017/18

The Assistant Principal, Finance & Risk **PRESENTED** the Audited Annual Report and Financial Statements for the year ended 31 July 2018 for the College Group, comprising the College and Dovedale Nursery CIC (the College's wholly owned subsidiary company) and the College's share of the results and the assets and liabilities of Essex Shared Services Limited (joint venture company with South Essex College).

The Accounts of ESS were approved by the ESS Board on 27 November 2018 by email and were signed by the ESS Chairman on 3 December 2018.

The College Group Accounts are unqualified and the regularity audit is also unqualified. KPMG did not identify any material audit adjustments during the audit.

The Annual Report & Accounts have been reviewed by the Audit Committee and they **RECOMMENDED** that they be approved by the Board. The Chair of the Board has also reviewed the Accounts and made suggested amendments, which have been actioned.

The Board were informed of the changes from the Management Accounts previously reported at the September Board Meeting, which virtually wholly related to pensions accounting, as follows:

Surplus per management accounts	£ 35K
Pension service charges	(562K)
Interest on LGPS pensions	(161K)
Share of ESS Limited deficit	(47K)
Actuarial gain on LGPS Pension Scheme (College)	1,884K
Share of Actuarial gain on LGPS Pension Scheme, net of deferred tax (ESS)	187K
Total Comprehensive Income for the year	1,336K

The Board **APPROVED** the Accounts for the Group being prepared on the **Going Concern** basis and in making this judgement, the Board considered

- The College Financial Health for 2017/18, and based on current forecasts for 2018/19 will be Satisfactory
- The sale of Beacon House expected by 28 February 2019 and proceeds thereof to be used to pay the Revolving Credit Facility, with the balance of debt being refinanced
- A surplus of £200K position in management accounting terms is budgeted for 2018/19
- Cash flow is projected to be positive for the current year and an overdraft facility is not expected to be required for 2018/19, but, if necessary, there is still £200K in the RCF which could be drawn down to meet any need.
- Student numbers this year are slightly over the allocation and will produce additional income of around £350K in 2019/20

The Board **APPROVED** the Audited Financial Statements and Annual Report for the College Group for the year ending 31 July 2018 including, specifically, the Going Concern disclosures in the Annual Report and Financial Statements (summarised above) and **AUTHORISED** the Chair and the Principal (as Accounting Officer) to sign the statements on behalf of the College.

The Board further **APPROVED** the Audited Financial Statements for the year ending 31 July 2018 for Dovedale Nursery CIC and **AUTHORISED** a

Director of the Company to sign those statements on behalf of the College.

This resolution constituted the Annual General Meeting of Dovedale Nursery CIC for 2018.

The Board **NOTED** the Essex Shared Services Limited Accounts (joint venture company with South Essex College), which had been approved by the ESS Board on 27 November 2018.

The Board **APPROVED** and **AUTHORISED** the Chair, or a Director in the case of the subsidiary, to sign, on behalf of the Board, the Letters of Representation requested by KPMG in connection with their audits of the College Group and Dovedale Nursey CIC.

The Board **APPROVED** and **AUTHORISED** the Chair to sign, on behalf of the Board, Letters of Support for Essex Shared Services Limited, a similar letter being also provide by South Essex College, for submission to KPMG as part of their audit assurance.

The Clerk informed the Board that the Public Values of the College and compliance with the Public Benefit test for Charities are covered on pages 15 of the Annual Report and this wording was **APPROVED**.

The Board offered their thanks to the VP, Finance & Risk for her excellent efforts in preparing and completing the accounts for the College and Dovedale.

1305.1 Teacher's Pension Agency Return

The certificated return of contributions to the Teachers' Pension Agency for 2017-18, audited by KMPG, external auditors of the College, was **APPROVED**.

The Board adjourned for a short period at about 3.15 pm in order for the Chair and Principal to sign the various Accounts and related documents.

1306. HUMAN RESOURCES REPORT

The Board **RECEIVED** a Report from the Vice Principal, Finance & Corporate Services on Human Resources matters.

The key points were:

- **Turnover** to date for this academic year annualised is 30.7% against 27% to this date last year and a target for the year of 17%. Last year's rate was 14.8%.

- Staff recruitment activity continues to be high and staff have been recruited to 13 posts recently. Of particular significance is some recent appointments within Engineering and Electrical and Health and Social Care, plus Extended Learning
- There is likely to be a continuing requirement to use agency workers to fill 'hard to recruit' areas
- Sickness **absence** was higher than target at an average of 6.8 days, mainly attributable to staff with long-term health problems. The target for the year is 5.8 days per person per annum and last year's actual was 8.31 days. The current AoC benchmark is 5.8 days in the Eastern Region
- Three grievances are currently being dealt with, of which two remain unresolved and might go to a Tribunal hearing
- % of new staff with set performance targets agreed by their manager was only 35% but this has now risen to 83% as of today so RED rated up to GREEN rated

The Board was provided with a copy of the HR dashboard to exemplify the statistics and the trends.

Governors noted that there was one staff member with no targets.

Staff turnover is higher than hoped in some academic areas but recruitment is quite positive except in some hard to recruit areas.

A governor asked if the level of resignations by academic staff was related to worse student behaviour. The Principal said this was a perception but it is not really backed up with consistent evidence. Generally, behaviour is quite reasonable. There is without doubt external influences from the local area and behaviour of young people there.

A governor said that the transition arrangements for young challenged males needs to be improved by ECC as it raises problems for the College on a variety of fronts, including behaviour. Discussions are in hand with ECC on this issue.

The communal spaces are more utilised as there are more students this year but the new campus officers are vigilant in teasing out troublesome issues and behaviours. However, it does not appear to be a significant problem compared to past years.

The second Learner Voice Meeting for the year was held recently but only small level issues were raised.

A Mental Health and Wellbeing help line will be introduced next term for staff; the College uses the Bradford Index to track regular absences of staff and help examine reasons why.

Debs Hurst provided an update on outstanding staff grievances and appeals.

Pay Award 2018/19

The College has met with UCU to discuss their pay claim and have agreed with them that, under current budget constraints, the College is not in a position to award a pay rise in 2018/19. Some amounts will be made available (total of £25K) for increments. If additional funding arises during the year, the pay award situation will be reviewed.

The VP, Finance & Resources said that there might be a possibility for pay reviews if the in-year funding which the College has applied for comes through. Meanwhile, it has been decided to award staff two additional days of leave at Christmas – 21 (thank you day) and 24 (efficiency) December.

The Unions have been asked for suggestions of how to use and apply the incremental pot mentioned above.

A governor observed that as the Nursery is profitable, the College should examine local rates to ensure that the rates being paid in the Nursery are competitive.

The Board **RECEIVED** the Report.

1307. EQUALITY & DIVERSITY ANNUAL REPORT

The Annual Report on Equality & Diversity for 2017/18 was **PRESENTED** by the Deputy Principal.

This is a regular Annual Report so that the Board can review learner outcomes from this perspective and provide transparency to Ofsted and other outside agencies.

The Deputy Principal reported that the College continued to make significant progress towards reducing or eliminating key performance gaps between different groups of learners during 2017/18. This is a key focus of Ofsted. There has been particular success in improving achievement indicators for Looked After Children.

She further stated that the College is always looking at closing the gap between specific areas of learners where there is still work to be done but nevertheless the Report painted a positive picture.

Key performance highlights:

- Gender performance gap minimal at 1.2% (males higher) virtually the same as last year for 16-18 learners and hardly any gap at 19+ (0.7%), similar to last year
- Small gap between British and other ethnic groups in 16-18 learners and in the 19+ group (less than 1%)
- Reduction of success rate gap between learners in receipt of Additional Learning Support and those not
- Gap between Apprenticeships by gender – females outperforming males by 26.6% - females seem to be having a better experience

Overall, it is the judgement of the College that there is no significant variation in achievement between learners in either age grouping from ethnic heritage backgrounds and the total College population.

The Board **APPROVED** the Annual Report.

1308. ANNUAL HEALTH & SAFETY REPORT 2017/18

The Principal **PRESENTED** the Annual Health & Safety Report 2017/18 for consideration by the Board.

The Report covers the shared service arrangements for Health & Safety between the College and South Essex College. It follows the same format as last year and covers the following areas:

- Management systems in place
- Systems and software
- Risk Management
- Feedback on routine inspections
- Staff training
- External audit
- Analysis of accident/illness statistics
- Educational visits and work experience
- Food safety

The Board **NOTED** the following key points arising from last year:

- All campuses have had a satisfactory fire safety audit
- All campuses subject to formal Health & Safety audits
- Under reporting of minor accidents remains an issue at Princes Road but has improved
- Zero RIDDORS reported (no major events this year)
- Embedding of new H&S administrator
- Introduction of new audit systems (iAuditor and Evolve) last year has continued to improve monitoring and compliance

- Sufficiency of trained first aiders

The Estates Improvement Action Plan 2018/19 includes relevant improvement matters relating to Health & Safety.

The Deputy Principal informed the Board that an accommodation review has taken place this term examining space and movement around classrooms to enable a better student experience. One risk relating to parking has been improved with potholes being filled in and new space lining done.

The Safeguarding governor said that there is a considerable overlap between Safeguarding and Health & Safety.

The Board **APPROVED** the Report for 2017/18.

1309. ITEMS FOR APPROVAL

The Board **RECEIVED** a number of Reports for consideration and approval. All of these papers had been considered in detail by either the Board or a Committee and were recommended for formal approval by the Board.

The documents had been all uploaded on the Governors' Portal to enable visibility by all Governors.

The Board then formally **APPROVED** the following documents and Reports:

From the Quality and Learners Committee (6 November 2018)

Self-Assessment Report 2017/18
College Improvement Plan 2018/19
Annual Safeguarding Report 2017/18
Academic KPIs for 2018/19
Question from governor on training for staff – ongoing programme

From the Audit Committee (20 November 2018)

Annual Report of the Audit Committee 2017/18 (which was then signed by the Chair of the Committee)

The SAR for 2017/18 will now be loaded to the Ofsted portal.

1310. KEY PERFORMANCE INDICATORS

The Board **RECEIVED** a detailed paper itemising KPIs for the College and current progress and performance, with commentary.

The items RAG rated as RED (behind target) are funding value for Apprenticeships, students making progress on or above their TAG and attendance at Maths & English.

Governors noted the issues regarding Apprenticeships and the Adult Education Budget discussed elsewhere in this Meeting and that they are now classified as RED risks on the Risk Register. There is a risk of allocated income targets not being met. This is being closely monitored.

Further efforts are being made to maximise these funding lines and Management have some confidence the targets can be met.

Students' progress against TAG, although below year target, is reasonable for this time of the year (57% against target of 75%).

As the Board have noted in the past, attendance at English & Maths remains a challenge and continues to be a RED risk. Attendance to date this year for English is 77% (target 85%) and Maths 76% (target 83%). It was recognised that the targets are stretching.

Issues relating to staff absence and staff turnover to date for the year being ahead of target (AMBER rated) are discussed under the Human Resources Report earlier on this Agenda.

The Report was **RECEIVED**.

1311. RISK REGISTER AND DASHBOARD

The Vice Principal, Finance & Risk provided the updated Risk Register and Dashboard as at November 2018 and Members were directed to the Minutes of the Audit Committee held on 20 November 2018 where a detailed Risk Management Report was received and discussed.

The VP, Finance & Risk pointed out that the current risk status on the Register is that there are 29 key risks noted, made up of 2 RED risks, 7 AMBER risks and 20 GREEN risks.

The Audit Committee considered the Risk Register in detail at their Meeting on 20 November 2018 as documented in the Committee minutes forming part of item **1312** below.

In the future, this will be expanded to show internal and external sources of assurance addressing the particular items in the Risk Register.

The Board **NOTED** the Report.

1312. MINUTES OF COMMITTEE MEETINGS

The Board **RECEIVED** a copy of the unapproved Minutes of the following Committee Meetings which have taken place since the last ordinary Board Meeting on 28 September 2018, as follows:

- Audit Committee – 20 November 2018
- Search Governance & Remuneration Committee – 6 November 2018
- Quality & Learners Committee – 6 November 2018

The Board also **RECEIVED** a Report on the Board Development Day held on 19 October 2018.

The Audit Committee **RECOMMENDED** the re-appointment of KPMG as external auditors and regularity auditor of the College for 2018/19 and this was **ENDORSED** by the Board.

1313. GOVERNANCE MATTERS

The Clerk **REPORTED** on current Governance Matters for consideration by the Board.

Governors' Development Day 1/2/19

The Principal indicated some suggested content for the Day and Members will be informed in the New Year.

Some possibilities were mentioned: Approval of Collaboration Terms of Reference (external speaker to be arranged), new Ofsted Inspection Framework, QIP, Learning Walks + plenary, Learner Voice meeting, Employer Engagement Strategy, Level 1 Mental Health qualification for governors.

ACTION: PRINCIPAL

Reports on Governor Visits

Visits undertaken since the last Board Meeting:

Seena Shah, Doug Zeeman and **Sarah Noble** attended Learner Voice Meetings.

Susan Hughes has attended two Safeguarding Meetings since the last Board Meeting and she informed the Board that the latest version of the Safeguarding Report has been placed on the portal for information.

Sarah Noble has attended Learning Walks and SAR Validation Meetings.

A number of governors attended the following events:

- Secret Garden
- Opening of Hair and Beauty at Princes Road
- Extended Learning Xmas Fayre

Doug Zeeman – 2 GDPR Meetings and Careers fair at Boswells Secondary School

1314. ANY OTHER BUSINESS

Seena Shah asked whether and when the College could move to electronic papers as papers are bulky. It was explained that WiFi is not adequate in the Committee Room yet to enable access and there is a cost element. This will be kept under review.

Data privacy notice for governors – Stuart Hodges reminded governors that there will need to be a change of passwords by governors next week.

Sarah Noble indicated that she will attend the Governor conference on 10/1/19 in Bury St Edmunds.

In response to a governor question, Debs Hurst said there was been no decision yet on our bid for a grant to replace the Rubb Tents. It has been delayed until the Spring Term.

There were no other items of AOB.

1315. DATES OF NEXT MEETINGS

Friday 1 February 2019 at 9.00am at Princes Road (Governors' Development Day)

Friday 29 March 2019 at 2.00pm

Thursday 4 July 2019 at 2.00 pm

There being no further business, the Meeting terminated at 4.55 pm.

Signed.....Dated.....