

Finance & General Purposes Committee

Minutes of the meeting held on 21 November 2018

Present: Jo Brownlee, Colin Peaks (Principal), Pat Mould, Stewart Edwards, Rob Morley.

In attendance: Catherine Sykes (Clerk), Gary Parkinson (College Business Manager), Natalie Sketchley (Vice Principal), Laura Tindall (HR Manager), Alan Foster (Observer).

12. Election of the Chair for this meeting (Agenda Item 1).

Resolved: Pat Mould was elected as chair for this meeting.

13. Apologies for absence (Agenda Item 2)

Resolved: There were no apologies for absence.

14. Declarations of interest (Agenda Item 3).

There were no declarations of interest.

Resolved: There were no declarations of interest.

15. Minutes of the last meeting held on 12 September 2018 (Agenda Item 4).

Resolved: The minutes of the meeting held on 12 September 2018 were accepted as a correct record and signed by the Chair.

16. Matters arising from the minutes/action schedule (Agenda Item 5).

It was agreed that minute 16 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

17. Staffing report (Agenda Item 6).

It was agreed that minute 17 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

17 a) Recruitment and Selection policy. (Agenda Item 6a).

It was agreed that minute 17a should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

18. Policies (Agenda Item 7).

It was agreed that minute 18 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

19. FMG Minutes. (Agenda Item 8).

It was agreed that minute 19 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

20. Management Accounts for the period ended 30 September 2018(Agenda Item 9).

It was agreed that minute 20 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

21. Snapshot accounts for the three months ended October 2018. (Agenda Item 10).

It was agreed that minute 21 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

22. Cumulative budget Transfers for the period ended 30 September 2018. (Agenda Item 11).

It was agreed that minute 22 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

23. Student Council accounts 2017-18. (Agenda Item 12).

It was agreed that minute 23 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

24. Draft members report and financial statements. (Agenda Item 13).

It was agreed that minute 24 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

25. Final Audit Findings Report for the year ended 31 July 2018(Agenda Item 14).

It was agreed that minute 25 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

26. ESFA Financial Health Assessment 2018-19 (Agenda Item 15).

Colin Peaks presented the letter from the ESFA, he noted that the college had outstanding national health in 2017/18, however is re-assessed at good for 2018-19.

Resolved: The ESFA Financial Health Assessment for 2018/19 was received.

27. Teaching / support staff salary settlement (Agenda Item 16).

It was agreed that minute 27 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

28. Estates and H&S update. (Agenda Item 17).

It was agreed that minute 28 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

29. Student number and income projections (Agenda Item 18).

It was agreed that minute 29 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

30. Strategic financial targets 2018-19 (Agenda Item 19).

It was agreed that minute 30 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

31. Financial Regulation and Procedures annual review. (Agenda Item 20).

It was agreed that minute 31 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government for a period of one year.

32. Any other business (Agenda Item 21).

Resolved: There was no other business.

33. Confidential items/reports (Agenda Item 22).

It was agreed that minutes 17, 18, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29, 30 and 31 should be classified as confidential in accordance with Clause 17 (2) of the Instrument of Government and associated reports are therefore not available for circulation to the public, college staff or students (excluding senior post holders).

34. Date of next meeting (Agenda Item 23).

Resolved: The next meeting will take place on Wednesday 13th March 2019.

