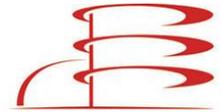


<b>APPROVED:</b> <i>Chair</i>	<b>DATED:</b>
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**OPEN MINUTES OF CORPORATION MEETING**  
**Monday 12 October 2020, after Governor Training Session, via**  
**Microsoft Teams**



Bexhill 6th Form College

**Present:** Wayne Marley (Chair)  
Lloyd Taylor (Vice-Chair)  
Silvia Berny  
Michael Boakes  
Marie-Ange Coxhead  
Karen Hucker (Principal)  
David Kelly  
Elisabeth Lawrence (Staff Governor)  
Alison McInnes  
David Padmore  
John Stebbing  
Pat Strickson

**In Attendance:** Dave Brown (VP)  
Mike Groves (Director of Finance)  
Jackie Taylor (Director of Services Supporting Learning)  
Debbie Vockins (Director of HR)

**Minutes:** Alison Dennett (Clerk to the Corporation)

**Apologies:** Lorraine Brown

**STANDING ITEMS**

**WELCOME AND INTRODUCTIONS**

The Chair welcomed a new Independent Governor, Silvia Berny, to her first Corporation meeting. Silvia had been appointed following an interview process in September and would be joining the Finance & Property Committee.

The Corporation introduced themselves to Silvia who was warmly welcomed into the role.

**NOTIFICATION OF ANY OTHER BUSINESS**

It was noted that additional papers had been circulated with regards to Agenda Item 4a and an update would be given to Governors at that point in the meeting.

**DECLARATION OF INTERESTS**

Lloyd Taylor declared an interest as owner of The Detective Agency.

**MINUTES OF PREVIOUS MEETING**

The Open and Confidential minutes of the Corporation meeting held on 6 July 2020 were agreed and signed as correct.

**MATTERS APPROVED BY WRITTEN RESOLUTION**

The items that had been approved by Written Resolution since the last meeting of the Corporation were noted as follows:

- Approval of a new Independent Governor;
- Appointment of Governors; and
- Chair and Vice-Chair of the Corporation.

**MATTERS ARISING FROM PREVIOUS MEETING**

There were none.

<b>APPROVED:</b> <i>Chair</i>	<b>DATED:</b>
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## MAIN AGENDA

### PART A & B – PUBLIC AND CONFIDENTIAL ITEMS

#### CORP20/01. NOTE ON SAFEGUARDING, EQUALITY & DIVERSITY AND HEALTH & SAFETY

The Corporation noted that the next round of meetings for Link Governors are as follows:

- Safeguarding and Health & Safety: 23 November 2020
- Equality & Diversity: 23 November 2020

Link Governors will provide an update to the next Corporation meeting being held on 7 December 2020.

#### CORP20/02. PRINCIPAL'S REPORT

The Principal's report gave an overview of how the College had performed in terms of examination results and enrolment for the new academic year. The report also summarised the issues that had impacted on the College over the year such as Covid-19 which continued to have a significant impact on the operations of the College. During the update the following points were noted:

##### **Exam Results**

The College were pleased with the exam results for A levels.

Level 3 results had been strong with roughly the same pass rate as previous years.

The GCSE pass rate was also similar to last year with a slight improvement in some English and Maths results.

[Confidential note].

##### **Partnerships**

The College had maintained some important partnerships across the year, such as membership of the S7 group, the SFCA and FE Sussex, all of which had proved invaluable in the support that had offered during lockdown.

##### **Engineering Block**

Progress was being made and was on target to be completed by December

[Confidential note].

##### **Enrolment and Recruitment**

This had been undertaken face to face for the majority of students as it had been considered important for students to experience a 'normal' transition day, given the majority of students had not been in any form of learning since March. This was undertaken in a socially distanced manner and feedback from staff and students was that the whole process had been safe and well managed.

[Confidential note].

##### **International Students**

Despite the situation with Covid-19, International Student enrolment numbers had been strong with the majority of those who had applied enrolling with the College.

[Confidential note].

##### **Delivery Model from September 2020**

The current delivery model alternated one week of face-to-face lessons with one week of online lessons for Level 3 students. Level 2 and Level 1 students attended the College every week. This model had been planned initially for the first four weeks after the September return but had now been extended to December as the pandemic was not showing signs of decreasing as yet.

[Confidential note].

##### **Induction**

Students had been split into small groups for induction which had given tutors the opportunity to get to know students and for students to settle into College life in a quieter environment. Students had also been given a short taster lesson in each of their chosen subjects.

Feedback from this approach had been positive and it was one that would be taken forward for use post Covid-19 as a more effective induction process.

##### **Investors in Careers**

It was noted that the College had passed its reassessment for the Investment in Careers award and thanks were given to those Governors who had spoken to the assessor as part of the successful assessment.

##### **2020/21 Exams**

It had been announced that exams would start two weeks later for 2020/21. A number of key points for assessment had been put in place over the course of the year

[Confidential note].

<b>APPROVED:</b> <i>Chair</i>	<b>DATED:</b>
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Governors thanked the Principal, the Senior Leadership Team and College staff for the work that they had undertaken, and all that the College had achieved, during this challenging and changing time.

CORP20/03. **COMMITTEE REPORTS – ITEMS FOR CORPORATION APPROVAL**

Governors were presented with individual items for Corporation approval, as recommended from the Committee meetings held in the last cycle of meetings.

Each item for approval was considered as follows:

a. **Search – 15 September 2020**

**Review of Committee Structure and Membership**

The Committee had recommended a number of amendments to the Committee Membership for 2020/21 which were approved by the Corporation.

**RESOLVED: The Corporation approved the amendments to the Committee membership as recommended.**

**Review of Terms of Reference for Committees**

One amendment had been proposed to the Terms of Reference for the Finance & Property Committee to reflect the introduction of the Integrated Financial Model for Colleges (IFMC), although it was noted that the financial reporting requirements may be amended further in future.

**RESOLVED: The Corporation approved the amendments to the Terms of Reference for the Finance & Property Committee as recommended.**

CORP20/04. **COMMITTEE MINUTES FOR NOTING**

The full Open and Confidential minutes from the Committee meetings held since the last Corporation meeting were noted.

[Confidential note].

CORP20/05. **ANY OTHER BUSINESS**

The Corporation gave sincere thanks to Wayne Marley who was stepping down as a Governor and as Chair of the Corporation.

Tribute was paid to Wayne for the support he had offered to the College and to the Corporation during his time as a Governor, and as Chair of the Corporation since 2017.

A long serving Governor, Wayne had supported the College through various developments with his skills and expertise in building and property. He would be greatly missed.

**DATE OF NEXT MEETING**

The next meeting of the Corporation is scheduled for Monday 7 December 2020 at 17.30. The venue was currently to be confirmed although it was likely that remote meetings would continue until the new year. The Agenda for the meeting will close on Thursday 3 December 2020.

Meeting closed at 7.30pm.