

**THE SIXTH FORM COLLEGE, SOLIHULL**

**Finance & General Purposes Committee**

Minutes of a meeting held on Tuesday 3 May 2016 at 5.00pm.

**Present:** Russell Beale-Burchell (Vice-Chair in the chair), Paul Ashdown,  
Steve Harber, Alan Price, Jack Redfern, Karen Sherwood

**Clerk:** Janice Hamilton

**Secretary:** Janet Parkes

**In attendance:** Clare Sutton (Director of Finance), Martin Sullivan (Vice-Principal)  
Dave Abbott (Estates and Health & Safety Manager) for items 3 and 4

**1 Apologies** were received and accepted from Neal Clements

**2 Declaration of Interests**

The Clerk must be informed of any changes to members' declaration of interest form as and when a change takes place. Governors must declare the nature and extent of any financial and personal interest in any agenda item and must take no part in the consideration of that item or vote on any question with respect to that item, or form part of the quorum. Governors must withdraw where requested to do so by a majority of the members of the Board present at the meeting.

*Resolved:* Janice Hamilton declared an interest in agenda items 3 and 4 as she is Vice-Principal with responsibility for estates/health and safety.

Governors noted the College Mission and guidance on presentation of papers.

**3 Accommodation Report**

Dave Abbott presented the report. Confidential item, minuted separately.

**4 Health & Safety Dashboard**

Confidential item, minuted separately.

*5.20pm Dave Abbott left the meeting.*

**5 Draft Budget 2016/17**

Confidential item, minuted separately.

*Resolved:* the Committee recommended the Draft Budget 2016/17 to the Board for approval.

**6 IT/Tyber Update**

Martin Sullivan drew attention to the proposal for a new methodology for controlling Tyber development proposals, which has already been discussed with Neal Clements.

*Resolved:* that item 8 be brought forward.

## **8 Management Accounts: March 2016**

Confidential item, minuted separately.

## **7 Implications of Academisation and joining a Multi-Academy Trust**

The Clerk reminded governors that at the Awayday governors had asked that each committee consider the implications. Confidential item, minuted separately.

## **9 Strategic Priorities Dashboard**

Progress towards the milestones was noted.

## **10 Review of Confidential Minutes 2014/15**

*Resolved:* that the confidential minutes as listed in the report be released into the public domain, subject to removal of values.

**11 Minutes of previous meeting** held on 19 January 2016 were agreed and signed.

## **12 Matters arising**

Item 4, Accommodation report: the College has been successful in its bid for fire protection improvements.

Item 9, Implications of FRS102 on accounting: the same document had been considered by the Audit Committee at its meeting held on 19 April 2016, and it was agreed that there are no issues for the College.

Item 11, Management accounts: the loans were repaid on 23 March 2016.

Item 12, Strategic priorities dashboard: the RAG rating had been added (agenda item 9).

## **13 Determination of Confidential Items**

*Resolved:* that the following items be confidential and minuted separately: item 3 Accommodation report; item 4 Health & Safety dashboard; item 5 Draft budget 2016/17; Item 6 IT/Tyber update; item 7 Implications of academisation and joining a MAT; item 8 Management accounts; item 9 Strategic priorities dashboard (document only); item 10 Confidential minutes deemed to remain confidential.

## **14 Review of the Meeting**

The Chair drew attention to the proformas, and invited members to complete the form and hand to Janet Parkes at the end of the meeting. Five of a possible five governor forms were returned, all with positive responses. Comment: good chairing, well done.

**15 Date of next meeting:** 14 June 2016

The meeting closed at 6.40pm

## **Released into public domain at meeting held on 23 May 2017**

### **3 Accommodation Report**

Alan Price was pleased to note that several rooms were being brought back into teaching use for September. In response to a question from Steve Harber about the sports hall floor, Dave Abbott explained that the insurers are being thorough although at present the cause of the fault is not known. Russell Beale-Burchell asked why the work to A206 is not proceeding. Martin Sullivan explained that it has been decided to not partition the room at this stage as it is useful as a large space for Fine Art.

Janice Hamilton drew attention to the successful CIF bid and wished to thank Dave Abbott for his work on this. Only nine sixth form colleges were successful in their bids.

## **8 Management Accounts: March 2016**

Clare Sutton highlighted that for the first time the College has attained the maximum point score for financial health. With regards to the underspend on books, publishers are slow to release new resources for linear A levels and teams are waiting in order to compare these resources. Whilst e-books are in use, students do prefer actual books which are VAT free. Alan Price asked about investments, and Clare Sutton explained that in future investments will be placed for 18 months rather than a year.

