



## EXMOUTH COMMUNITY COLLEGE FULL GOVERNORS' VIRTUAL MEETING

### Meeting 4 – Part I Minutes

Date/Time	Tuesday 9 <sup>th</sup> February 2021 at 4.30pm	Location	Virtual Meeting via Microsoft Teams
Attendees	Initials	Type of Governor	
Mrs M Turgoose(Chair)	MT	Community	
Mr A Davis (Principal)	AJD	Principal	
Mr G Bowen	GB	Teacher Governor	
Ms E Dymond	ED	Parent	
Miss J Elson	JE	LA	
Mr K Johnson	KJ	Community	
Mrs E Lee	EL	Community	
Dr E McGrath	EM	Community	
Mrs L Miszewska	LM	Community	
Mr R Mitchell	RM	Staff	
Mrs A Phillips	AP	Teacher Governor	
Ms A Stimson	ASti	Parent	
Mrs C Tate	CT	Parent	
Rev P Wales	PW	Community	

Apologies	Initials
Mrs L Allen	LA
Mr G Allen	GA
Mrs A Streather	AStr

Absent without Apology	Initials
None	

In Attendance	Initials	
Mrs M Savage	MS	Clerk to the GB
Mr M Burrell	MB	Director of Finance and Resources
Mr D Turner	DT	Deputy Principal
Mr N Smith	NS	Assistant Principal
Mrs P Rowe	PR	Assistant Principal

<b>1. To agree between Part I and Part II of the meeting:</b> Agreed	
<b>2. To receive and approve apologies for absence:</b> As above and these were accepted.	
<b>3. Notice:</b> Governors confirmed receipt of notice of the meeting.	
<b>4. Quorum:</b> The meeting was quorate.	
<b>5. Declarations of interest and any changes to Declarations of Interest:</b> None	
<b>Meeting into Part II</b>	
<b>4126/12a To confirm minutes of meetings dated 08.12.20</b>	
These were signed as a true and accurate record of the meeting on 08.12.20	

<p><b>4127/12b Matters arising from the minutes</b></p> <p><b>Item 4100/17 Diversity Update</b> – EL advised she was due to attend a webinar, but it had been postponed due to technical problems by the provider. LM and EL will meet next half term to discuss this further.</p> <p>AJD said work on equality and diversity has taken place recently within College:-</p> <ul style="list-style-type: none"> <li>• HM has worked with a small group of students on racism.</li> <li>• AJD, Roxy Merry and PR have met regarding some issues in year 10.</li> <li>• The Public sector equality policy is being updated.</li> <li>• An Equality and Diversity council is being set up for students and staff and will be extended to parents and governors joining at a later date.</li> </ul> <p>MT said that a full review of how well the College was meeting its Equality Objectives would be added to the agenda for the first meeting of the FGB in the summer term</p> <p><b>Item 4112/19 Curriculum Committee and SRE</b>  AJD advised that HM is working on this and after half term the parent consultation will be completed. The SRE teaching element of Lesson 42 has been postponed and will be picked up in the summer term when the students are back in College.</p> <p>Outcome of parent consultation to be brought to FGB in first meeting in summer term</p> <p>MT advised that exclusion training for all non staff Governors has now been completed.</p>	<p><b>MS to add to agenda</b></p> <p><b>MS to add to agenda</b></p> <p><b>MS to update training record</b></p>
<p><b>4128/13 Matters brought forward by the Chair</b></p> <p><b>(a) Agree Parent / Staff Governor election protocols</b></p> <p>MT advised that MS has put together protocols for parent and staff governor elections for approval by the FGB. There were no questions.</p> <p><b>AGREED:</b> MT proposed the Parent and Staff election protocols were accepted, this was seconded by JE and all Governors were in agreement.</p>	
<p><b>4129/17 Admissions Policies for 2022-2023</b></p> <p>AJD advised that for 2022/23 the numbers currently in primary schools with a retention rate of 84% would require an increase of ECC's PAN for that year from 390 to 420.</p> <p><b>AGREED:</b> MT proposed that both admissions policies are agreed, with an increase in PAN from 390 to 420, this was seconded by CT and all governors were in agreement.</p>	
<p><b>4130/14 Update on Building Projects</b></p> <p>MB gave a powerpoint presentation on the two new builds on Green Close and Gipsy Lane.</p>	

<p><b>(a) Green Close PSBP2</b> – MB advised the work will be carried out in 3 phases, phase 1 is the set up of temporary accommodation, phase 2 the demolition and new build work and phase 3 will be moving into the new building and the old buildings being demolished with completion by September 2023.</p> <p>AJD advised ECC is considering making 31<sup>st</sup> March an exceptional inset day, so that staff can move out of their offices and get ready for the move.</p> <p>This will need to be approved by FGB and will be brought as a recommendation to the next meeting</p> <p><b>(b) Gipsy Lane Maths Block Phase II</b> – MB advised the EDDC document has been received and MT and AJD will be signing this ready for returning to EDDC. The DCC agreement is to follow. The successful contractor has been advised and work is expected to start on site on 21.04.21.</p> <p><b>(c) Sale of Cottage</b> – This is progressing with NPS. The building has been cleared.</p> <p><b>(d) Update on new round of CIF Funding</b> – The successful CIF bid for heating is currently underway with block 7 being done now, block 25 in half term and the other blocks and the Grange planned for the summer holidays. Two bids have been submitted but there is no date when the funding decision will be announced.</p>	<p><b>MS to agenda</b></p>
<p><b>4131/15 To receive reports from Committees</b></p> <p><b>(a) Resources Committee Minutes 19.01.21</b> – There were no questions.</p> <p><b>(b) Curriculum Committee Minutes 26.01.21</b> – There were no questions.</p> <p><b>(c) Admissions Committee Minutes 26.01.21</b> – There were no questions.</p> <p><b>(d) Audit and Risk Committee Minutes 02.02.21</b> – There were no questions.</p> <p><b>(i) Approve updated Risk Assessment</b> – there were no questions.</p> <p><b>AGREED:</b> LM proposed acceptance of the Risk Assessment, this was seconded by EM and all Governors were in agreement.</p> <p><b>(e) VFM Meeting 09.02.21</b></p> <p>JE advised that the Grounds Maintenance Contract is suggested as being awarded to Countrywide at a cost of £69,499 and the CIF bids for Block 23 is suggested as being awarded to TEC Construction (Holdings) Limited at a cost of £219,442.08 and for Block 25 to Westcountry Maintenance Services Ltd at a cost of £163,031.29.</p> <p><b>AGREED:</b> JE proposed the above contractors are appointed, EL seconded and all governors were in agreement.</p>	
<p><b>4132/16 Risk Register</b></p> <p><b>(a) Any items for inclusion in the Risk Register</b> – there were no further items for inclusion on the risk register.</p>	

<b>(b) Score section E1a to E1b</b> – Governors acknowledge that communication is much better than it has been previously and it was suggested that the score for E1a could be reduced to a 4.	<b>MS to agenda at next Audit and Risk meeting</b>
<b>4133/18 Review of Meeting</b> – MS asked for any comments on the review of the meeting are either put in the chat or emailed directly to her.	
<b>All Staff Governors left the meeting and the meeting went back into Part II</b>	

Meeting closed at 7.00pm.

Next Full Governing Board meeting is 23.03.21 at 4.30pm via Teams