



## Full Corporation Meeting

24<sup>th</sup> September 2025

Time: 6.00 pm  
Chair: Mr N Horsfall

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### Present:

Nick Horsfall	Carol Davies	Stephen Bamber
Mark Rigby	Carole Swarbrick	Robert Coyle
Nannette Blackwood	Stuart Merrills	Anna-Marie Watters
Sam Jackson	Glenys Hughes	Munaza Muneeb
Rida Zafar		

### In Attendance:

Lesley Hart Deputy Principal	Joanne Smith Vice Principal	Nicola Sodano Assistant Principal – Teaching and Learning and Assessment
Andy Lythgoe Assistant Principal – MIS/Learner Administration	Mark Goodwin Assistant Principal – Student Experience	Sarah Ball Assistant Principal - Pastoral
Tracy Tunstall Clerk		

The Clerk opened the meeting.

### 1. Apologies for Absence

Apologies for absence were received and accepted by Governors from Zahid Tapas, Arshad Ashraf, Bashir Shama, Karen Hon and Susan Wright.

### 2. Appointment of Chair of Governors

The Clerk informed Governors that as one nomination for Chair of Governors had been received no further proposals could be made. A vote was taken and Nick Horsfall was unanimously elected as Chair of Governors for a one year term of office.

He took the Chair.

### **3. Appointment of Vice Chair of Governors**

The Chair informed Governors that as one nomination for Vice Chair of Governors had been received no further proposals could be made. A vote was taken and Mark Rigby was unanimously elected as Vice Chair of Governors for a one year term of office.

### **4. Declarations of Interest**

There were no declarations of interest.

### **5. Safeguarding Update**

The Designated Safeguarding Lead (DSL) informed Governors of the updated changes to the Keeping Children Safe in Education (KCSIE) document and asked that all governors complete the required form to indicate that they have read and understood this document, and return this to the Clerk.

The DSL highlighted the current safeguarding concerns amongst our students and informed Governors that the National Governance Association (NGA) Annual Report publishes data on safeguarding issues which has revealed increasing trends in concerns in bullying, cyberbullying, neglect and domestic abuse.

Governors thanked the DSL for his report.

### **6. Minutes of the Previous Meeting**

The minutes of the meeting held on 9<sup>th</sup> July 2025 were approved as a true and accurate record.

### **7. Matters Arising from the Minutes**

There were no specific matters arising.

### **8. Child Protection and Safeguarding**

#### **(a) Approval of Child Protection and Safeguarding Policy 2025-26**

The Assistant Principal – Pastoral informed Governors that the Safeguarding and Child Protection Policy and Procedures had been reviewed and reported that this is now presented to Governors for approval.

*Governors resolved to approve the Safeguarding and Child Protection Policy and Procedures for 2025/26.*

### **(b) Safeguarding Link Governor**

The Safeguarding Link Governor role is currently vacant and the Clerk had sought expressions of interest from Governors to undertake this role. Two candidates had expressed interest and submitted a written statement of experience.

Mrs Muneeb left the meeting.

The Chair read out the statements from both Governors. There was a general discussion regarding the time commitment required to undertake this role and the experience of each Governor.

A vote was taken:

Votes in Favour:	Arshad Ashraf	8
	Munaza Muneeb	1
	Abstentions	4

**Governors resolved to appoint Mr Arshad Ashraf as the Safeguarding Link Governor.**

Mrs Muneeb returned to the meeting.

## **9. Overview of Results and Retention, Pass and Achievement**

The Vice Principal gave a general update of exam results with headline figures and key points and informed Governors that a more detailed report would be provided to the Curriculum and Quality meeting in October. She highlighted that BTEC courses have done particularly well this year and shown many successes. The Vice Principal informed Governors that A Level courses continue to fluctuate year on year and highlighted that Science A Level students represent a large proportion of the college and results continue to be disappointing giving a significant impact on overall headline figures. She drew attention to the higher grade passes, 39 A\* grades up from 34 last year, and the 141 A Grades, last year 132, along with A\*-C grade passes of 73.9%.

The Vice Principal informed Governors that there were a significant number of U grades in Chemistry from two classes. A Governor asked if any students achieved A or B Grades in these classes and noted that some students did achieve these higher grades. The Vice Principal informed Governors that the syllabus had been covered across the classes but had not been completed earlier enough to allow for interventions to be put in place. Governors noted that the Scheme of Work has now been re-written in order for the work to be completed earlier and to allow for individualised intervention programmes to be introduced. The Vice Principal reported that the Science department are a strong team who meet each week to share good practice. The Director of Science is working closely with the Head of Maths and additional Maths classes are being introduced for Chemistry students to strengthen their understanding.

The Vice Principal informed Governors that the ALPs (value added) score for A Level is 6 (7 in 2024) and for BTEC it is 2 (4 in 2024). This is outstanding for BTEC and puts the College in the top 12% of colleges across the country. Governors asked the Principal to congratulate and pass on their thanks to staff on this outstanding result.

Governors noted the headline figures in the Exam Report. The Curriculum and Quality Committee will discuss this report in more detail at its next meeting.

## **10. Management Accounts to 31<sup>st</sup> July 2025**

The Deputy Principal informed Governors that the Management Accounts were based on the actual financial position as at 31<sup>st</sup> July 2024. She reported that the out-turn position projects a year-end surplus of £1,258,695 against a budget surplus of £479,117. She outlined the main programme funding and highlighted the funding reduction to the new T Level Early Years Educator programme as funding had been received based on 15 students when in fact only 6 enrolled on the course. The Deputy Principal informed Governors that staff costs account for 83% of the total Operating Overheads and 73% of income. She drew attention to the increase in NI Rate and the decreased NI Threshold and reported that the college has received notification that it will receive £179,768 to fund the increased cost for the period 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026. Funding beyond March 2026 has not been announced and may be accounted for within the increased funding rate per student which was announced on 6<sup>th</sup> June 2025. The original budget had assumed a pay award of 4% across all staff however pay awards for both teaching and support staff were agreed at 3.5% from 1<sup>st</sup> September 2024 to 31<sup>st</sup> March 2025 and 5.5% from 1<sup>st</sup> April 2025 to 31<sup>st</sup> July 2025. Funding of £133k has been received towards the cost of implementing the pay awards.

The Deputy Principal reported that the cash position remains healthy and ESFA financial indicators result in an 'Outstanding' rating. The bank loan covenants are not breached.

*Governors resolved to approve the Management Accounts as at 31<sup>st</sup> July 2025.*

## **11. Strategic Planning**

### **(a) Monitoring of KPIs and Strategic Development Plan**

The Principal presented the Strategic Governor Dashboard as at September 2025 and reported that there were no changes since the last meeting.

Governors noted the report.

### **(b) Review of Risk Register for 2025/26**

The Principal informed Governors that the Risk Register for 2025/26 had been approved at the last meeting. All risks have been allocated to the relevant Governors' committee for monitoring purposes. There was nothing further to report at this stage in the academic year.

*Governors noted the Risk Register for 2025/26*

## **12. Principal's Report**

The Principal spoke to his report. He informed Governors that enrolment numbers had increased slightly since the report had been written and currently stands at 1878. There are still several weeks to go before the official census date however assuming a normal pattern he anticipates that this will fall to 1859/60. He drew attention to the trends by department and reported that

Humanities had recovered this year following a dip in numbers last year. Maths and English numbers have fallen mainly due to the reduction in Level 2 offer which has a corresponding impact on the number of students requiring a resit and also improved internal GCSE resit results mean there are fewer students resitting again in their second year.

The Principal reported on the current pay negotiations for both Teaching and Support staff. He informed Governors that the NEU has rejected the offer of a 4% pay increase and is not prepared to consult its members on this offer despite it being in line with the award for school teachers. Unison have welcomed the 4% pay offer for support staff and will now consult recommending it for acceptance.

The Principal informed Governors that the SFCA has published a new report highlighting the significant qualifications gap that will be created if the government does not reverse its ban on ACQ, diplomas and extended diplomas in T Level subject areas. The SFCA has recently met with the Skills Minister who will consider the request. It is possible that there could still be a change or a delay in defunding AGQs.

Governors noted that a new Ofsted framework has been approved and will come into operation from November this year. They also noted that there are two new guides on Equality Act duties for colleges.

Governors noted the report.

### **13. Committee Membership for 2025/26**

The Full Corporation and Committee membership for 2025/26 was presented for information.

### **14. Any Other Business**

The Chair informed Governors that, just prior to this meeting, Rizvana Aftab tendered her resignation as Parent Governor due on-going health issues. The Clerk will begin the process for appointing a new Parent Governor as soon as possible.

### **15. Date and Time of Next Meeting**

The next meeting will be held on Wednesday, 17<sup>th</sup> December 2025 at 6.00 pm.

There being no further business, the meeting closed at 7.35 pm.