

**CITY COLLEGE PLYMOUTH CORPORATION MINUTES OF THE ELECTRONIC
MEETING HELD ON FRIDAY 1st NOVEMBER 2019 AT 9.00AM**

MINUTES

Present:	Pauline Odulinski	Chair
	Jackie Grubb	Principal
	Emily Beaumont	Governor
	Ed Coley	Governor
	Adam Croney	Governor
	Cheryl Powell	Governor
	Martyn Starnes	Governor
	Emma Tringham	Governor

In Attendance:	Fran Stratford	Acting Clerk
-----------------------	----------------	--------------

G/19/69 Apologies for absence, Declarations and Quoracy
Apologies were received from Andrew Ashley, Vice Chair, Mike Jones, Staff Governor, and Debbie Taylor, Vice Chair.
There were no declarations of interest raised and the meeting was quorate.

G/19/70 Health and Safety Policy and Statement
It was noted that the Health and Safety Manager presented the Policy and annual report to the inquorate meeting of Governors on 14 October 2019 and the Policy had been updated in line with comments raised by governors at that meeting.
RESOLVED: to approve the Health and Safety Policy and for the Principal and Chair to sign the Health and Safety Statement.

G/19/71 Safeguarding Policy
It was noted that the Deputy Principal had presented the Policy and annual report to the inquorate meeting of Governors on 14 October 2019.
RESOLVED: to approve the Safeguarding Policy.

G/19/72 Equality and Diversity Policy
It was noted that the Deputy Principal had presented the Policy and annual report to the inquorate meeting of Governors on 14 October 2019.
RESOLVED: to approve the Equality and Diversity Policy.

G/19/73 Subcontracting Arrangements 2019/20 plus Supply Chain Fees & Charges Policy 2019/20
It was noted that the Finance Committee recommended the proposal to the Corporation for approval, and had been considered by the inquorate meeting of Governors on 14 October 2019.
RESOLVED: to approve the Subcontracting Arrangement 2019/20 and for the Principal and Chair to sign the Policy.

G/19/74 Any Other Business

Governors discussed the annual Christmas Dinner and agreed to self-fund (£20) again this year.

RESOLVED: Clerk to email governors to gain interest for the dinner and book in PL1.

Governors discussed the Clerk's resignation and that temporary support is being arranged in the interim, with the advert going live next week. Governors discussed how the role of the Clerk has changed over the last few years and the importance of the role as a conduit between the Board and the College. Governors agreed that the Job Description will be for a Director of Governance to reflect the importance of the role. The Chair asked who would like to join the selection panel. Adam Croney, Emily Beaumont, Emma Tringham and Ed Coley indicated their interest, dependant on the final interview dates. Martyn Starnes queried if this would have a significant impact on the budget. The Chief Finance Officer responded that there is a small increase on the budget but it is affordable. The Principal added that the College has gone out to tender for the roles of the Director of People and Clerk, and three proposals had been received.

RESOLVED: Clerk to email governors with interview dates once agreed.

G/19/75 Date of Next Meeting

The next Meeting of the Corporation was scheduled on Monday 16th December 2019 commencing at 4.00pm in Room KS301.

There being no other business, the meeting closed.

SIGNED _____

DATE _____