



**Minutes of the Meeting of the Board of Trustees
held on Thursday 21 May 2020 at 11.00 a.m. via Zoom**

B/604/A

Present

Doug Nicholls (DN) - Chair
Kevin Flanagan (KF) - Vice-Chair
Paul di Felice (PdF) - Principal
Peter Pendle (PP)
Lindsay Cane (LC)
Jim Mowatt (JM)
Ijeoma Omambala (IO)
Theresa Hoenig (TH)
Sally Mercer (SM)
Alison Stoecker (AS)

Apologies

Oshor Williams (OW)

In attendance

Mark Griggs (MG) - Finance Manager
Lana Jackman (LJ) - Clerk

The meeting was quorate

Item	Description	Action
1.	<p>Welcome and Apologies</p> <p>The meeting opened at 11.05. Apologies were received and accepted from Oshor Williams. The Chair welcomed everyone to the meeting. (Item 5) Governance Issues: Protocol for Excellence in Governance and all Papers were approved. (Item 14) All Policies were approved. (Item 7) The Principal Report and Papers were approved. (Item 10) The Marketing Plan 2020/2021 was not approved.</p> <p>It was decided that the remaining items on the Agenda would be postponed until the next Board meeting so that the Trustees could discuss the Confidential Paper (Item 4). It was agreed that it would be the focus of the meeting.</p>	
2.	<p>Declarations of Interest</p> <p>There were no additional declarations of interest other than those</p>	

	standing (<i>in accordance with the requirements of section 177 of the Companies Act 2006</i>).	
3.	<p>Minutes of the Meeting 05 March 2020 (603) Part A and Confidential Minutes of 05 March 2020 (603) Part B and matters arising</p> <p>The Minutes and Confidential Minutes of the 05 March 2020 were agreed as a correct record and were approved and will be signed by the Chair at the next face-to-face meeting. A copy to be filed at the College.</p> <p>Matters arising</p> <p>There were no matters arising from the Minutes.</p>	
4.	<p>Notification of Urgent Business - Confidential Paper</p> <p>This was dealt with as a confidential matter, in accordance with the Corporation's policy on confidentiality, and actions recorded in the confidential minutes.</p>	
5.	<p>Governance Issues</p> <p>Protocol for Excellence in Governance and Papers - <i>approved</i>.</p>	
6.	<p>Chair Report</p>	
7.	<p>Principal Report and Business Update</p> <p>Position of College in Lockdown - <i>approved</i></p> <p>Curriculum Update - <i>approved</i></p> <p>TU Ed Action Plan Update - <i>approved</i></p>	
8.	<p>Safeguarding and Welfare Update</p> <p>An update to be provided at the next Board meeting.</p>	
9.	<p>Finance Report</p> <p>An update to be provided at the next Board meeting.</p>	
10.	<p>Marketing Plan 2020/2021</p>	
11.	<p>Minutes of Meetings</p> <p>Finance Committee 31.03.2020 - <i>information</i></p> <p>SQSE Committee 13.03.2020 - <i>information</i></p>	
12.	<p>Quality and Curriculum Report</p> <p>An update to be provided at the next Board meeting.</p>	
13.	<p>Risk Register Update</p> <p>An update to be provided at the next Board meeting.</p>	
14.	<p>Policies for Review</p> <ul style="list-style-type: none"> • IT Regulations - <i>approved</i> • Data Retention Policy - <i>approved</i> • GDPR - <i>approved</i> 	
15.	<p>Link Committee Chair Updates</p> <p>An update to be provided at the next Board meeting.</p>	
16.	<p>Any other business</p> <p>There being no further business on this Agenda, the Chair proposed that the meeting be paused for Trustees to read the Confidential Paper under Item 4 Notification of Urgent Business and to reconvene at 11.30 a.m.</p> <p>All Agreed</p>	
	<p>Date of next meeting</p> <p>14 July 2020</p>	

Board 2020.05.21 LJ Clerk