



MINUTES OF THE FEDERATION RESOURCES TRUST MEETING

Thursday 10 December 2020, 9.30am
Via Microsoft Teams

Present

Ian Dodd, Emma Gautrey (Chair), Judith Gilboy, Rob Guthrie, Sam Hearth, Andrew Holt, Guy Magrath, Martyn Rhowbotham, Stuart Williams (Executive Principal).

In Attendance

John Harrison, Kelly Jackson, Natalie Ray, Sheryl Wilson (Clerk).

1. Welcome introductions and apologies for absence

Emma Gautrey welcomed everyone to the meeting and introduced Guy Magrath who had been appointed as a Trustee and a Co-opted Director to the Resources Committee by Trustees at their earlier meeting on 10 December.

2. Declarations of Personal Interest and Pecuniary Interest

Natalie Ray advised she had a personal interest in agenda item 8 – A.O.B.

3. Minutes of the meeting held on Thursday 8 October 2020.

The minutes were signed as a true and accurate record.

4. Matters arising from previous minutes

There were no matters arising.

5. College Expansion

Stuart Williams advised that discussions had begun with the local authority to review the layout of the building in order to increase the PAN from 210 to 240. The updated plans will be shared at the LGB Catmose College meeting. It is hoped that Stage 2 of the Feasibility Study will be agreed by the end of the week. It was agreed that Emma Gautrey and Guy Magrath will be the trustees involved in the project.

Question: Is the local authority funding the feasibility studies?

Stuart Williams advised that this is the case.

Trustees emphasised that communal areas, such as the theatre and catering should be accounted for in the plans and costings with the local authority.

6. Financial Reports

The auditors presented the annual accounts for the year ending 31 August 2020 at the earlier Trust meeting. Natalie Ray reported that the cashflow is in a good position. Claims have been submitted for up to £80,000 for the Covid-19 grant.

Catering performed well in the first quarter of the academic year, however as there was no income from March 2020 due to lockdown, this has had an impact.

The forecast is to break even for this year, although the Transformation Plan priorities need to be considered and detailed on the variance report. Once expenditure is planned, this will be discussed at the next meeting.

Emma Gautrey signed virtually the BACS and Principal's credit card statement.

7. Staffing Update

The HR scorecard was shared with trustees prior to the meeting. Recruitment had remained stable. Trustees agreed with the plan to recruit to the science and English teams.

The teaching staff performance reviews had been completed and support staff performance reviews were currently in the process of being completed.

Confidential Minutes*

8. A.O.B

Natalie Ray left the meeting.

Confidential Minutes*

Date of Next Meeting

Thursday 4 February 2021, 8.15am