

## JOHN LEGGOTT COLLEGE

Minutes of a meeting of the Corporation  
held via the Zoom platform on Tuesday 30 March 2021 at 5.30pm

**PRESENT:**

Mr A Pascoe (Chair)	
Mr J Aslam	Mr P Raistrick
Mr S Driver	Mr L Riley (Principal)
Mr J Fitzgerald	Miss C Stone
Mr D Harness	Mr P Townsley
Mrs S Hotchin	Mr J Watkinson
Mrs A Moore	

**IN ATTENDANCE:**

- Mr H Darwin (Assistant Principal : Quality & Assessment)
- Mrs J Hirst (Director of Finance & Resources)
- Mrs C Holmes (Deputy Principal)
- Mrs K Rinaldi (Assistant Principal: Success)
- Mrs B Robinson (Director of Governance)

### 3227 **Apologies**

There were no apologies for absence.

**RESOLVED** that this be noted.

### 3228 **Declaration of Interests & Register of Interests**

Mr Townsley reminded governors that his company provided some engineering provision on behalf of the college.

**RESOLVED** (a) that this be noted.

**RESOLVED** (b) that governors complete their annual declaration of interest form and return to the Clerk.

### 3229 **Membership Issues & Committee Structure**

Consideration was given to the recommendation to the Chair of the Search Committee to re-appoint Mr Douglas as co-opted member and Chair of the Financial Monitoring Committee for a further year based on his financial skills and expertise.

**RESOLVED** (a) that this recommendation be agreed.

Consideration was given to the committee structure. Discussion ensued on whether to remove the Covid 19 Committee. It was agreed to keep in situ for the current time. Discussion then ensued on changes required.

**RESOLVED** (b) that the following changes to the structure be agreed:

- swap Venn 5 named governors to ACT named governors
- add Mr Watkinson to the Search Committee
- add an extra line to the terms of reference for the Audit Committee to monitor FOI/GDPR matters

3230 **Minutes and Matters Arising**

**RESOLVED** (a) that the minutes of the last meeting held on 08/12/20 (Part A) be agreed as a true record.

**RESOLVED** (b) that the minutes be signed by the chairperson at a later date when it was safe for members to access the college.

There were no matters arising that were not covered elsewhere.

**RESOLVED** (c) that this be noted.

3231 **Revised Policies/Reports of Named Governors**

- (i) Health & Safety Report
- (ii) Safeguarding/Prevent Report (including Prevent Action Plan)
- (iii) Learner Voice
- (iv) Careers & Employability/Information Advice & Guidance (CEIAG) Report

Consideration was given to the reports and additional information provided:

- next Health & Safety Committee meeting scheduled for April 21
- governors thanks to college staff on keeping students and each other safe during the pandemic
- Prevent Risk Assessment – to be considered at next meeting
- recent media coverage of safeguarding cases and whether this had impacted on additional cases being reported or the college being named – it was reported that it had not
- an explanation of the term “pooling” with regard to Cambridge applicants and the noticeable lower number being successful in comparison to Oxford
- staffing review of the CEIAG area

**RESOLVED** (a) that these reports and updates be received.

**RESOLVED** (b) that the Clerk forward a copy of the Prevent Risk Assessment/Action Plan to governors and this be considered at the next meeting.

**RESOLVED** (c) that the Assistant Principal provide details of current safeguarding cases with the Safeguarding Governors.

3232 **Any Other Urgent Business**

There was none.

**RESOLVED** that this be noted.

3233 **Future Corporation & Committee Meetings**

Consideration was given to the upcoming Summer Term meeting dates. Mr Pascoe asked whether governors would be prepared to put the Corporation Planning Day back slightly to allow for a face to face, albeit social distanced, event. It was felt that whilst virtual meetings were useful in some situations they stifled discussion at others. Governors' were advised that there would be room to host within college. It was also recommended that lateral flow tests be provided for governors prior to commencing the event.

**RESOLVED** (a) the dates be received.

**RESOLVED** (b) that the Clerk liaise with the Chair and Principal over the revised date and advise governors of this and the arrangements.