

Minutes of New College Leicester Trustees meeting held on Thursday 3rd September 2020 at 5 pm

Present

Dipak Patel – Trustee/Chair
Sue Billington – Trustee
Jane Brown – Principal/Trustee
Ian Chakravorty – Trustee
Elly Cutkelvin – Trustee
Angus Fraser - Trustee
Richard Seaman – Trustee/Company Secretary

1. Apologies for Absence

None

Introductions were made to Elly Cutkelvin a new Trustee.

2 Minutes of the last meeting and matters arising

Minutes of 16 January 2020 were agreed as a true record.

3 Company Secretary Report

Richard Seaman presented the Annual Accounts of the Trust. Trustees approved the annual accounts. Trustees approved the submission of these annual accounts to Companies House.

Action Agreed:

- Richard Seaman to submit accounts to Companies House on behalf of the Trust
- Richard Seaman to register Elly Cutkelvin with Companies House, as the LA trustee.

4 BSF Update

Following on from discussion

Action Agreed:

- Jane Brown to bring costed Conditions Survey/Lifecycle plan to Trustees which outlines which party is completing each element of the work, when College returns to Business as Usual.

Jane Brown went on to update the Trustees regarding the return to College for students following the Covid lockdown.

Jane Brown gave an update on the preparation for managing the College during the Covid pandemic. She reported attendance at 92% with some students self-isolating. She gave feedback on the Health and Safety audit that was carried out on 3 September 2020 and aside from a couple of 'niggles' she reported that the audit was positive. The main current risks being managed by the College were Flu season, Ventilation and the impact on heating, a rise in Covid cases, and testing for teachers.

5 Governing Body Update

Sue Billington informed Trustees that the Governing Body meeting had not yet taken place this term.

6 Strategy Discussion

It was agreed to defer this to a future agenda in light of the Pandemic.

7 AOB

Future meeting dates – Jane Brown confirmed the next Trustee meeting date as 14th January 2021

Meeting ended at 6.45 pm