

Minutes of the Annual General Meeting of New College Leicester Trust held on Thursday 14th January 2016 at 5 pm

Present

Dipak Patel – Trustee/Chair
Tony Barradell – Trustee
Sue Billington – Trustee
Jane Brown – Principal/Trustee
Ian Chakravorty – Trustee
Mark Noble – Trustee

Ady Burrows – Allextion & New Parks Football Club

1. Apologies for Absence

None

2 Presentation from Allextion & New Parks Football Club

Dipak Patel welcomed Ady Burrows to the meeting to represent Allextion & New Parks Football Club. Ady Burrows confirmed that Dean White was unable to also attend.

Dipak Patel asked Ady Burrows to put forward the case on behalf of the club.

Ady Burrows referred to the letter which had been submitted in advance of the meeting. He stated that the club had carried out successful events using over 50 temporary bar licences and that there had never been any negative issues. Ady Burrows stated that he held his own personal bar licence and therefore he had to personally apply for the temporary bar licences and set up the bar each time the club ran a function. He pointed out to trustees that the set-up and dismantling of the bar was very time consuming.

Ady Burrows stated that the club wished to request a permanent bar licence so that they could have a permanent bar installed in the club house, in a corner where there was currently no seating, and to operate this on Friday night and during the weekend when the college was not in session. He stated that the club would cover the cost of installing the bar. He also stated that the club would use the profits from the bar to reinvest in the club and the facility.

Sue Billington asked Ady Burrows about the amount of income that the bar generates currently.

Ady Burrows stated that the bar currently generates £2,000 - £2,500 approximately on the Presentation Evenings and would generate approximately £1,500 on a party night. He stated that the club has to use the bar licences carefully as the number of licences are limited to 12 per year.

Tony Barradell asked Ady Burrows about who else would be involved in running the bar if the permanent bar licence was granted.

Ady Burrows stated that one of the parents currently worked in a pub and she would help out.

Tony Barradell asked if the others involved would have to possess a personal bar licence.

Ady Burrows stated that each person who works at the bar would need to have a bar licence and that the club would pay for these. He stated that currently the LA allows the club to “bring your own alcohol” to events such as the New Years party.

Mark Noble asked how the club applies for the temporary licences and Ady Burrows explained the process.

Jane Brown outlined for the benefit of the new Trustees the previous application to the Trustees for the permanent bar licence and how the college has released all potential temporary bar licences to the football club as the licences are for the site.

Sue Billington stated that one of her concerns was regarding the reputation of the college. She asked Ady Burrows if the club saw itself as part of the college.

Ady Burrows stated that the club wanted all parties to work together.

Sue Billington asked Ady Burrows if there was a way to limit the licence to only allow weekend operation.

Ady Burrows stated that he didn't have the time to operate the bar for any more time.

Dipak Patel asked if there was a way to canvas the wider users of the site for their opinions regarding the operation of a bar on the college site.

Jane Brown explained that while the current users could be canvassed, the site is growing with the potential cycle track and the reinstatement of the tennis courts, many potential users of the site were not yet current users.

Ian Chakravorty asked Ady Burrows what the motivation was for wanting to extend the bar licence and if the club had considered any other forms of fundraising.

Ady Burrows confirmed that it was to generate more income for the club and to provide a service for the local community.

Tony Barradell asked Ady Burrows about the costs of setting up the permanent bar.

Ady Burrows stated that the cost to the club would be approximately £2,000 with the brewery fitting the pumps for free.

Dipak Patel stated that he recognised that people change frequently in some clubs and asked who would be the Licencee as that was a position which carried a great deal of responsibility.

Ady Burrows was unsure about who would be the named licence holder, but he stated that it would probably be himself.

Dipak Patel asked Ady Burrows to outline the second issue from the letter regarding the licence to occupy the grass pitches.

Ady Burrows stated that he was a bit unsure of this issue as he had not been party to the thinking around it.

Jane Brown outlined the issue for the Trustees regarding the leasing arrangements between the College, the LA and the club. She stated that she understood the clubs desire to have some comfort around their access to the grass pitches. She also outlined the College's concern around the replacement of the artificial pitch by the LA as the facility was not generating sufficient income for the LA. Jane Brown also outlined for the Trustees that while the college does not have the amount of grass pitches requested by the club, the college has negotiated the sole use of the grass pitch at West Gate School if the club wishes to use it. She also stated that the college is working with the LA to ensure that a grass pitch is installed on the old North Block area, but this is currently in dispute with the builders who have been doing the BSF.

Jane Brown offered to work with the club to investigate the setting up of an agreement between the college and the club to give the club some assurances that they would not be at detriment in terms of their access to the grass pitches.

Ady Burrows left the meeting at 6 pm

Trustees discussed the points raised in the meeting and it was agreed that a letter be written by the Chair to the Committee of the Football Club outlining the decision not to allow the premises to be licensed.

3 Minutes of the last meeting and matters arising

Agreed

4 Company Secretary Report – Tony Barradell

Tony Barradell reported that he had removed Jan Hesketh as a Trustee with Companies House.

Trustees discussed the vacant seat and the potential skills gap.

Mark Noble presented the Trusts accounts and the Trustees discussed the application of depreciation and the need for revaluation of the assets.

Mark Noble confirmed that building insurance was appropriate as the LA has insurable interest.

Action agreed:

- Tony Barradell to submit the accounts to Companies House
- To depreciate the assets annually
- Revaluation exercise to be completed post BSF
- Trustees agreed to review the vacant seat after the strategy discussion.

5 BSF Update

Sue Billington updated Trustees on the issues surrounding BSF and the recent meetings which had taken place. She outlined the main issues, including the heating; the drainage and the landscaping issues.

Sue Billington stated that Councillor Russell had visited and discussed the issues with the college.

Jane Brown informed Trustees that the drainage issues had been progressed when it was discovered that a gas main had been put through the drainage system of the college and that this was now in the process of being resolved.

Mark Noble confirmed that the heating issue was being regarded as serious by the LA and that there was a timeframe in place to resolve this issue.

The Trustees raised their concerns regarding the health and safety issue of the hogweed on the north area. Trustees asked Sue Billington to take this grave concern and follow in up on behalf of the Trustees and Governors.

Action Agreed:

- Sue Billington work with Jane Brown to seek resolution of the issues raised
- Jane Brown to bring Conditions Survey to Trustees

6 Governing Body Update

Sue Billington fully updated Trustees on the recent Ofsted inspection.

7 Strategy Discussion

Jane Brown issued the output of the previous strategy workshop.

Discussion took place regarding the commissioning of an external view of the best way forward for the college. Trustees agreed that this way forward must be in line with their vision for the college and therefore based on their values.

Action agreed:

- Jane Brown to circulate dates for a 2 hour strategy session as soon as possible to focus on the vision and values for the next 5 years and therefore the strategy
- Sue Billington to commission an independent piece of work to look at the potential options for the college for the Trustees to consider

8 AOB

Jane Brown asked for permission to look to reinstate the tennis courts into a tennis and netball surface for the students of the college. She stated that the college's contribution would be approximately £50,000. This was agreed.

Mark Noble asked if there was a schedule of reports that would come to the meeting during the year. Discussion took place regarding the Trustees and the Governors roles. However, it was agreed that the annual Health and Safety audit report would be brought to Trustees.

Meeting ended at 7.30 pm