

EXETER COLLEGE FURTHER EDUCATION CORPORATION

CORPORATION BOARD

Minutes of the meeting held on 9.30am on Friday 04 April 2025 at the Future Skills Centre, Exeter Airport, Exeter.

Present	Patrick Tigwell	Corporation Vice Chair
	John Laramy CBE	Principal/CEO
	Jess Adams	
	Graham Atkins	
	Sue Clarke OBE	
	Pamela Degregorio	
	Antony Hart	
	Neil Hitchings	
	Wilf Hudson	
	Carol McCormack OBE	
	Damion Norcombe	
	Ayomide Okelsola	
	Victoria Roberts	
	Cynthia Sedgman	
	Stephen Wiltshire	
	Sally Wolkowski	
Apologies	Bindu Arjoon	
	Stewart Noakes	
	Tim Quine	
	Lindsay Skinner	
	Rob Hutchins	
In Attendance	Jade Otty	Deputy CEO
	Richard Church	Chief Operating Officer
	Sam Hillman	Deputy Vice Principal
	<i>Item 4.1 only</i> Gemma Noble	Executive Director of People and Organisational Development
	<i>Item 4.1 only</i> Kurt Hintz	Interim Principal and CEO, Petroc
	Alison Layton-Hill	Head of Governance
	Abbie Sawyer	Minutes

Action

1. **Welcome and Apologies**

The Chair welcomed colleagues to the Board meeting. A particular welcome was extended to Wilf Hudson and apologies were noted from Bindu Arjoon, Stewart Noakes, Tim Quine and Lindsay Skinner.

The Chair advised that the majority of this Board meeting would have a focus on the strategic partnership opportunity with Petroc. At item 4.1 the Board will welcome Kurt Hintz, Petroc's Interim Principal and CEO.

The Board was reminded of the confidential nature of discussions around the strategic partnership.

The Chair elect, Adam Watt, had been invited to the Board meeting, unfortunately he was unable to attend due to prior commitments.

Alison Layton-Hill will be stepping down in July, she will be greatly missed.

Declarations of Interest

A slight conflict was noted for staff and student Governors, however if no details around staff contracts were discussed, this would not be strong enough of an interest to exclude those who may be affected. There were no declarations of interest.

2. Minutes of Meeting held on 13th December 2024

2.1 The open minutes of the meeting held on 13th December 2024, as circulated, were agreed.

2.2 The confidential minutes of the meeting held on 13th December 2024, as circulated, were agreed.

3. Matters Arising

There were no matters arising.

Sally Wolkowski joined the meeting.

4. Strategic Matters for Discussion

4.1 Principal's Strategic Report

This item was dealt with as a confidential item and recorded in the confidential minutes.

4.2 Collaboration Presentation

This item was dealt with as a confidential item and recorded in the confidential minutes.

4.3 Collaboration Discussion

This item was dealt with as a confidential item and recorded in the confidential minutes.

5. Learner Voice Update

5.1 College News

The report was taken as read.

The Board noted the report.

- 5.2 **Learner Voice**
The Chair noted that the format of the report had been updated slightly. Ayo had taken the lead on writing the report for the Board, the Board noted how informative the report is.

The Board was informed that two learner voice conferences had taken place with some very engaging key themes – space, travel etc. There is a lot of momentum from learners, which Ayo is trying to maintain.

Governors were encouraged to attend Learner Voice when they are invited.

- 5.3 **Student Governor Report**
The Chair thanked Jess; the report was taken as read.
The Board noted difficulties with attendance and transport issues, and tutor inconsistencies, however they were pleased to hear that this is an improving situation.

Part 2 COMMITTEE REPORTS FOR NOTING/APPROVAL

6. Recommendations from Audit and Risk Assurance Committee

6.1 Executive Summary from Committee meeting on 24 February 2025

6.2 **Risk Register**

The Board particularly noted the impact of the funding landscape in 3 to 4 years' time.

The Board approved the Risk Register.

6.3 **Re-appointment of external auditor**

The Committee undertakes market testing every 5 years, governors had evaluated Bishop Flemming' performance and are happy to recommend that they are reappointed.

The Board voted to approve the re-appointment of Bishop Flemming as the external auditor.

7. Recommendations from Quality and Standards Committee

7.1 Executive Summary from Committee Meeting on 3 March 2025.

The Committee had received updated policies on suspension and dismissal and a QIP update. There were no items for approval.

There was a discussion related to high needs and ensuring that with the upturn in numbers, the right course for the right student was maintained.

Meeting the skills need – it was noted that there are national, regional and local skills shortages. The Committee wanted to share this challenge with whole board.

The Board noted the report.

8. Recommendations from Business Services Committee

- 8.1 Executive Summary from Committee Meeting on 10 March 2025.
The Business Services Committee had received the management accounts and the dashboard was positive.

On considering the Health and Safety report, the Committee had been assured that slips and trips had no particular pattern.

Exeter College services limited was becoming increasingly financially sustainable.

The CLS building has its Topping Out ceremony on 22nd April 2025 and Flowerpots is almost complete.

The Board noted the report.

- 8.2 Strategic Financial Objectives

The Board voted to approve the strategic financial objectives.

- 8.3 Anti-slavery and human trafficking statement

The Board voted to approve the anti-slavery and human trafficking statement for publication on the website

9. Recommendations from Search and Governance Committee

- 9.1 Executive Summary from Committee Meetings on 3 February 2025 and 17 March 2025

- 9.2 Associates

The Committee proposed to discontinue the practice of appointing associates.

The Board voted to approve that the role of associates is discontinued.

- 9.3 Appointments

Sally Wolkowski left the room whilst the Governors discussed a potential second term of office.

Sally's first term concludes on 29th April 2025. She is a valued Governor, has a great ethos and attendance record, it was recommended that she serves a 2nd term of 4 years.

The Board approved Sally Wolkowski's reappointment to a second term of office.

Sally Wolkowski entered back into the room.

Lindsay Skinner's term as Headteacher Governor concludes in July 2025. St Lukes are the only Exeter school who have not yet had the role, the headteacher had expressed interest.

The Board approved the appointment of Harrison Littler as the Headteacher Governor from 1 August 2025.

Recommendations from Remuneration Committee

- 10. Executive Summary from Committee Meeting on 17 March 2025
- 10.1 This item was dealt with as a confidential item and recorded in the confidential minutes.

Part 3 REPORTS AND MINUTES FOR INFORMATION

11. For Information

- 11.1 Opportunities and Developments Risk Register
- 11.2 ESFA letter to Accounting Officer
- 11.3 Board Residential Programme

12. Dates of scheduled meetings for 2024/2025

- Friday 4 July 2025
- Friday 10th October 2025

The Chair thanked all those in attendance and reminded governors to stay for lunch.

13. Any other Business

Alison asked governors to let her know if they wished to express an interest in serving on the Joint Steering Group.

The Board noted that Lindsay Skinner had had her baby; the Board wished her all the best.