

**BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION**

**SEARCH COMMITTEE**

**Minutes of a Meeting held on Monday 24 September 2007 at 5.30pm**

**Membership:** \*Pamela Woolgrove Chairman  
\*Judith Armstrong Principal  
Charles Cardiff  
\*Mary Orsborn  
Phil Wilding

\* denotes Member present

**Quorum:** 3 Members required – 3 present, meeting quorate

**In Attendance:** Simon Burrell Clerk to the Corporation

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**35. APOLOGIES FOR ABSENCE**

Charles Cardiff, Phil Wilding.

**36. DECLARATION OF INTERESTS**

There were no declarations of interest made.

**37. INTERVIEW OF POTENTIAL NEW MEMBER**

The CV for Steven Connolly was received and considered.

*(Steven Connolly joined the meeting)*

Steven advised Members on his professional background, and highlighted his role as the Centre Director of Festival Place, Basingstoke. He stressed his belief in education as a keystone of the future, and the impact of good educational opportunities for the local community and local economy. He also outlined his wish to develop greater links between retailers and the College, and to take an active role in his membership of the corporation.

Members discussed with Steven his application to join the Corporation and questioned him about his current experiences and their relevance to the role of a Corporation Member. During this broad-ranging discussion with Steven, he noted the approximate time commitment required and confirmed that that was acceptable to him.

*(Steven Connolly left the meeting)*

Members considered the proposal to appoint Steven as a Member of the Corporation. It was noted that Steven's background and experience were ideally suited to the Corporation, and met the need for retail experience, as highlighted in the recent Skills Audit.

**It was RESOLVED to RECOMMEND to the CORPORATION that Steven Connolly be appointed as a Business Member on the Corporation.**

**38. MINUTES OF PREVIOUS MEETINGS**

The Minutes of the meetings held on 23 May 2007 and 2 July 2007 were confirmed and signed by the Chairman as correct records.

**39. MATTERS ARISING**

There were no Matters Arising from the Minutes.

**40. MEMBERS ATTENDANCE RECORD 2006/07**

A written report was received and considered. The Clerk took Members through the report and advised that the current attendance targets agreed by the Corporation were 80% at Corporation meetings and 80% at Committee meetings. However, he stressed that because of the current three-meeting cycle for committee meetings, any Member who was absent from one meeting automatically failed to meet the 80% target! He proposed that the Corporation be asked to agree a new target of 75% based on individual Members' combined attendance at all formal meetings where they were duly appointed members.

**It was RESOLVED to RECOMMEND to the CORPORATION that a revised attendance target of 75% be agreed, based on Members' combined attendance at all formal meetings where they are duly appointed members.**

In reviewing individual Members attendance record against both the current targets and the proposed target, the Clerk advised that there were three particular Members who gave 'cause for concern' (based on the proposed combined target) – David Eyre (50%), Graham Heath (55%) and Chris Turner (36%). He also advised that Lynne George's attendance record was 55% but that she had been formally excluded from a number of meetings, therefore her attendance record showed a lower figure.

In considering the matter, the Committee proposed to ask the Chairman of the Corporation to discuss individual attendance matters with the three Members concerned, and to report back to the Committee at its next meeting. **ACTION: Chairman of the Corporation**

**41. MEMBERSHIP OF THE CORPORATION**

A written report was received and considered. The Clerk took Members through the report.

**1. Nigel Clarke (Local Authority Member)**

The resignation from the Corporation of Nigel Clarke was noted.

**2. Ron Young (Business Member)**

It was noted that Ron's term of office expired on 31 December 2007. It was proposed that the Chairman of the Corporation be asked to talk with Ron regarding his (Ron's) views about serving a second term of office, and to report back to the Committee at its next meeting. **ACTION: Chairman of the Corporation**

**3. Terms of Office**

The Clerk reported that the following Members terms of office were due to expire in 2008:

i. Graham Heath	Staff Member	31 July 2008
ii. Chris Turner	Co-opted Member	31 July 2008
iii. Lynne George	Local Authority Member	31 Dec 2008
iv. Pamela Woolgrove	Co-opted Member	31 Dec 2008

**41. (cont)**

**4. Current Vacancies**

The Clerk reported that there were, currently, four vacancies on the Corporation, namely:

- |                            |                          |
|----------------------------|--------------------------|
| i. Business Member         | Vice Derek Swatton       |
| ii. Local Authority Member | Vice Nigel Clarke        |
| iii. Student Member        | Vice Rob Holmes-Mitchell |
| iv. Student Member         | Vice Liam Jones          |

It was noted that Steven Connolly was being proposed to fill the Business Member vacancy (see Minute 37 above), and that Louise Brierley (see Minute 41.5.i below) be considered for the Local Authority Member vacancy.

It was noted that the two Student Members would be considered for membership as soon as the Student Union had undertaken its annual elections.

**5. Potential New Members**

**i. Louise Brierley – Area Director, Education and Inclusion HCC**

The Principal and Clerk outlined the possibility of inviting Louise to join the Corporation. It was agreed that they would both meet with Louise and discuss potential membership with her and would report back at the next meeting.

**ACTION: Principal and Clerk**

**ii. Barbara Bodem – UK Director of Finance, Eli Lilly**

It was proposed to consider Barbara as a potential member when negotiations regarding land acquisitions had been concluded.

**iii. Daphne Milner – Chief Executive, Great Western Enterprises Ltd**

It was proposed not to pursue Daphne as a potential member at the current time.

**42. COMMITTEE MEMBERSHIP 2007/08**

The Clerk reported that following the resignation of Nigel Clarke, there was a vacancy on the Audit Ctte.

It was also noted that there was a vacancy on the Finance & Resources Ctte.

**43. Any Other Business**

There were no items of Any Other Business discussed.

**44. Date of Next Meeting**

Wednesday 14 November 2007, commencing at 4.00pm

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*(Meeting closed at 6.55pm)*

Confirmed as a correct record

Signed: ..... Date:.....

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