

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

SEARCH COMMITTEE

MINUTES OF A MEETING HELD ON WEDNESDAY 12 JUNE 2019

Membership:	*	Pamela Woolgrove	External Member	Chair
		Anthony Bravo	Principal	
		Steve Fussey	External Member	
	*	Mike Howe	External Member	
		Vacancy (MM)	Staff Member	
Quorum:		3 Members required	2 present	Meeting inquorate
In Attendance:	*	Simon Burrell	Clerk to the Corporation (Clerk)	
Present at Meeting:	*			

PART 1 – NON-CONFIDENTIAL MATTERS

(3.00pm)		ACTION
271.	<p>APOLOGIES FOR ABSENCE</p> <p>Anthony Bravo, Steve Fussey.</p> <p>The Clerk advised that the meeting was inquorate but proposed that it continue 'for information only' and that any matters requiring urgent attention should be referred to the next meeting of the Corporation for consideration.</p>	
272.	<p>DECLARATION OF INTERESTS</p> <p>There were no declarations of interest.</p>	
273.	<p>MINUTES OF THE PREVIOUS MEETING</p> <p>The Minutes of the meeting held on 13 March 2019 were confirmed as a correct record and would be signed by the Chair at the next meeting.</p>	
274.	<p>MATTERS ARISING FROM THE MINUTES</p> <p>There were no Matters Arising considered that would not be discussed elsewhere at the meeting.</p>	
275.	<p>MEMBERSHIP OF THE CORPORATION</p> <p>A written report was received and considered. The Clerk took Members through the report.</p>	

275. (cont)	<p>1. Current Vacancies</p> <p>It was noted that there were two vacancies on the Corporation (both External Members).</p> <p>2. Prospective New Members</p> <p>The Ctte noted that it had been due to meet with a prospective new member (Lee Savell) but that he had sent his apologies as he could not now attend owing to an urgent work-related matter. The Clerk was asked to contact Lee and arrange for a new date for him to meet with the Search Ctte.</p> <p>3. Terms of Office</p> <p>It was noted that, other than the Student Member, no Members' terms of office were due to expire in 2019.</p>	Clerk
276.	<p>COMMITTEE MEMBERSHIP 2019/20</p> <p>A written report was received and considered. The Clerk advised that the two new Members (Beryl Huntingdon and Colin Willoughby) had been allocated to the Curriculum & Quality Ctte and the Finance & Resources Ctte respectively.</p> <p>In reviewing the vacancy on the Search Ctte the Clerk was requested to ask Anne Millar if she would like to serve on it.</p> <p style="text-align: center;">It was PROPOSED that the Committee Membership 2019/20 be agreed.</p> <p><i>[Subsequent to the meeting the Clerk met Anne Millar and she agreed to serve on the Search Ctte]</i></p>	Clerk
277.	<p>REVIEW OF COMMITTEE TERMS OF REFERENCE AND DELEGATION OF RESPONSIBILITIES</p> <p>A written report was received and considered. The Clerk advised that the terms of reference and the delegation of responsibilities were due for their three-yearly review. He advised further that there were no known changes that were required to be made.</p> <p>The Ctte reviewed the terms of reference and delegation of responsibilities and agreed that there were no changes required to either.</p>	
278.	<p>DATE OF FUTURE MEETINGS <i>[Meetings commence at 3.00pm unless stated]</i></p> <p>Wednesday 27 November 2019 Wednesday 18 March 2020 Wednesday 10 June 2020</p>	
(3.38pm)	Meeting closed	