

# BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

*Owing to the emergency restrictions imposed by HM Government on travel and social distancing because of the global Covid 19 pandemic this meeting was held by email correspondence*

## CORPORATION

### NOTES OF A DECISION MADE BY EMAIL CORRESPONDENCE THURSDAY 21 MAY 2020

<b>Membership:</b>	1.	*	Mike Howe	External Member	Chair
	2.	*	George Batho	External Member	
	3.	*	Anthony Bravo	Principal	
	4.	*	Charles Cardiff	External Member	
	5.	*	Terry Clarke	Staff Member	
	6.	*	Greg Devereux-Cooke	Staff Member	
	7.		Holly Keast	Student Member	
	8.	*	Steve Fussey	External Member	Vice Chair
	9.	*	Lynne George	External Member	
	10.	*	Beryl Huntingdon	External Member	
	11.	*	Nicole Martin	External Member	
	12.	*	Anne Millar	External Member	
	13.	*	Chris Moore	External Member	
	14.	*	Dave Murray	External Member	
	15.	*	Martin Slatford	External Member	
	16.	*	Colin Willoughby	External Member	
	17.	*	Pamela Woolgrove	External Member	
	18.		Vacancy (TS)	External Member	
	19.		Vacancy (JH)	External Member	
	20.		Vacancy (MW)	External Member	
<b>Quorum:</b>					
		8 required	16 responded	Decision quorate	
<b>In Attendance:</b>					
	*	Simon Burrell	Clerk to the Corporation (Clerk)		
	*	Lorraine Heath	Deputy Principal (DPCPI)		
	*	David Moir	Deputy Principal (DPFR)		
<b>Present at meeting:</b>					
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## PART 1 – NON-CONFIDENTIAL MINUTES

		ACTION
1063.	<p><b>PLANS FOR A LIMITED RE-OPENING OF THE COLLEGE FROM 1 JUNE 2020</b></p> <p>The Clerk emailed all Members of the Corporation as follows:</p> <p>“The College has been considering how best to re-open to a limited number of students who need access to the College in order to complete practical assessments that cannot be undertaken elsewhere. All other student will complete their work online.</p> <p>Attached are a series of draft documents that have been developed to outline the plans, processes and risk assessments that will be implemented in order to allow for some element of re-opening. These need to be published before any re-opening occurs.</p> <p>The Corporation is required to approve the plans before re-opening. Please could you review the documents and if you have any comments/require clarification, please contact Anthony and David as soon as possible. Please copy Mike, Steve and I in on any responses.</p> <p>In addition, please could you also confirm (by email) that you agree to the proposals so that I can ‘log’ a formal approval.</p> <p>Mike, Steve and I had a briefing this morning on the above from Anthony, David and Lorraine, and Mike and Steve will be briefing the Chairs of the Cttes this PM on this matter.</p> <p>If there is a need for a formal meeting this would have to be held on Tuesday 26 May 2020, late PM. Please let me know if you are NOT able to participate in a video call from/after, say, 4.00pm.”</p> <p>All members responded and agreed to the proposals.</p> <p style="text-align: center;"><b>It was RESOLVED that the limited re-opening of the College from 1 June 2020 be undertaken in line with the proposals set out in the draft documents circulated to the Corporation</b></p>	
1064.	<p><b>DATES OF FUTURE MEETINGS</b> <i>[Meetings commence at 4.30pm unless stated]</i></p> <p>Wed 29 July 2020  Wed 14 October 2020  Wed 9 December 2020</p>	

Confirmed as a correct record:		29 July 2020
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