

BASINGSTOKE COLLEGE OF TECHNOLOGY CORPORATION

FINANCE & RESOURCES COMMITTEE

MINUTES OF A MEETING HELD ON WEDNESDAY 19 MARCH 2025

Membership (7):	*	Kevin Croombs	External Member	Chair
	*	Anthony Bravo	Principal	
	*	Mike Howe	External Member	Vice Chair
		Maria Miller	External Member	
	*	Arun Mummalaneni	External Member	
	*	Dave Murray	External Member	
	*	Rowena Prenderville	External Member	
Quorum:		3 required	6 present at start	Meeting quorate
In Attendance:	*	Simon Burrell	Clerk to the Corporation (Clerk)	
	i	Sammy Dibbern	Head of HR (HHR)	
	*	Lorraine Heath	Deputy Principal: Curriculum, Performance and Innovation (DPCPI)	
	*	David Moir	Deputy Principal: Finance & Resources (DPFR)	
Present at Meeting:	*			
To Minute 1076:	i			

PART 1 - NON-CONFIDENTIAL MINUTES

(5.02pm)		ACTION
1071.	WELCOME The Chair welcomed Rowena Prenderville to the meeting. APOLOGIES FOR ABSENCE Maria Miller.	
1072.	DECLARATION OF INTERESTS The Principal and the Deputy Principals declared an interest in Confidential Agenda Item 17 - Pay Award 2025/26.	
1073.	NOTIFICATION OF ANY OTHER URGENT BUSINESS There were no items of Any Other Urgent Business notified.	

1074.	MINUTES OF THE PREVIOUS MEETING The Minutes of the meeting held on 28 November 2024 were confirmed as a correct record and were signed by the Chair.	
1075.	MATTERS ARISING There were no Matters Arising discussed that were not due to be considered elsewhere at the meeting.	
1076. (5.04pm)	HR ACTIVITY REPORT A written report was received for information and noted. The HHR took the Ctte through her report. In particular she advised that: <ul style="list-style-type: none"> • The overall headcount in the College had increased slightly • The new HR system operating and able to produce a range of new report options • Interim PDRs were in progress with 77.7% completed • Staff sickness Dec 2024-Feb 2025 had been higher than in previous years (The HHR left the meeting)	
1077. (5.16pm)	MANAGEMENT ACCOUNTS: FEBRUARY 2025 The Management Accounts to February 2025 were received and noted. The DPFR advised that the F2 forecast showed cash generation at £1,689k (budget £1,157k) from total income of £19,940k (budget £19,781k). The DPFR took the Ctte through the Management Accounts and highlighted that: <ul style="list-style-type: none"> • Pay costs had increased to c70% of income • All financial KPIs were good (5 graded 'green', 1 graded 'amber') • Phase 1 of F Block completed within budget, Phase 2 to commence during the Easter break • The increase in student numbers in Sept 2025 would see an increase in income of approx. £600k in 2025/26 because of lagged funding • Cash flow and the balance sheet were good/strong • WBTC had a strong outturn for 2023/24. Forecast surplus for 2024/25 revised down from £89k to £47k. The net current asset was good In response to a question from a Member the DPCPI advised that enrolments in Aspiral had increased and that there would be an increase in funding in 2025/26. Overall, the DPFR advised that the College finances were stable and looking positive.	
1078. (5.35pm)	PARTNERSHIP PROVISION 2024/25 A written report was received and considered. The DPCPI advised that the College currently had one contract (with WBTC) to deliver functional skills qualifications with a maximum contract funding value of £50,000. It was noted that there were 32 apprentices enrolled to date.	
1079. (5.37pm)	IT UPDATE A written report was received for information and noted.	

1080.	ESTATES & FACILITIES UPDATE A written report was received for information and noted.	
1081.	ANY OTHER URGENT BUSINESS There were no items of Any Other Urgent Business discussed.	
1082.	DATES OF FUTURE MEETINGS <i>(Meetings commence at 5.00pm unless stated)</i> <div style="display: flex; justify-content: space-between;"> <div> Wednesday 14 May 2025 Wednesday 18 June 2025 </div> <div>(Meeting to start at 4.30pm)</div> </div>	
(5.54pm)	Part 1 Meeting closed	

NOTE: General acronyms used in the Minutes include:

Ctte = Finance & Resources Committee
HCC = Hampshire County Council
HR = Human Resources

LGPS = Local Gvt Pension Scheme
TPS = Teachers' Pension Scheme
WBTC = West Berkshire Training Consortium