

SOUTH EASTERN REGIONAL COLLEGE

Governing Body

Minutes of the meeting of the Governing Body held on Wednesday 23rd November 2016 at 19.25pm in Meeting Room 2, The SPACE, Bangor Campus

Item no	Item
1.	<p>a) Attendance/Apologies, declarations of conflicts of interest</p> <p><u>Attendance</u> Present: Mr D. Sagar, Mr G Hetherington, Mr K Webb Chief Executive Officer, (CEO), Mr N Bodger, Miss C Meharg, Mr J Mackell, Mr S. Pollard, Mrs C King, Mrs S Corbett.</p> <p><u>In attendance:</u> Mr T Martin, Chief Finance Officer (CFO), Mrs Claire Williamson (Secretary to the Governing Body)</p> <p><u>Apologies:</u> Mrs B Larkin, Prof A Woodside, Mr A Corbett, Mrs M Shaw, Mrs K Fraser, Ms C Goodwin, Mrs H Reid, Mr E Jackson, Ms K Scott</p> <p><u>In the Chair:</u> Mr D Sagar The Chair welcomed everyone to the special meeting of the Governing Body and extended a particular welcome to Mrs C Williamson in her new role as the Secretary to the Governing Body.</p> <p><u>Declarations of conflicts of Interest:</u> The Chair asked if there were any conflicts or perceived conflicts if interest in relation to any item on the agenda. There were no such declarations.</p>
2.	<p>Items for Approval</p> <p>2.1: Annual Report & Financial Statements</p> <p>The Chair advised the members the Annual Report and Financial Statements had been reviewed and recommended for approval by both the Audit and Finance and General Purpose committee. The Chief Finance Officer highlighted the cover sheet outlining the processes and that a clean audit was returned. The CEO confirmed that he was content to sign the declaration letter as the Accounting Officer. The Chair noted that the meeting was quorate and able to proceed and provide approval.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Key Decision: The Governing Body approved the Annual Report and Financial Statements year ended 31st July 2016</p> <p>Proposer: Claire Meharg Seconder: Gareth Hetherington</p> </div>
3.	<p>Any other business</p> <p>No other business was discussed.</p>
4.	<p>Date and time of next meeting – 29.11.16, 6pm, Lisburn Campus</p>

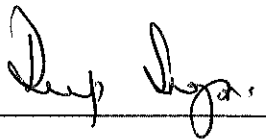
There being no other business the meeting concluded at 19.28pm

5. **Confidential Business**

No confidential business was discussed.

Attendees	Time Arrived	Time Left	Duration	Entitlement to Payment Y/N
Bodger, Neil	7.25 pm	7.28 pm	0.03 hrs	Y
Corbett, Andrew	Apology			N
Corbett, Shirleen	7.25pm	7.28pm	0.03hrs	Y
Fraser, Karen	Apology			N
Goodwin, Christine	Apology			N
Hetherington, Gareth	7.25pm	7.28pm	0.03hrs	Y
King, Carolyn	7.25pm	7.28pm	0.03hrs	N
Jackson, Ed	Apology	7.28pm	0.03hrs	NA
Larkin, Barbara	Apology			N
Mackell, John	7.25pm	7.28pm	0.03hrs	Y
Meharg, Claire	7.25pm	7.28pm	0.03hrs	Y
Pollard, Steve	7.25pm	7.28pm	0.03hrs	Y
Reid, Heather	Apology			N
Sagar, Deep	7.25pm	7.28pm	0.03hrs	NA
Scott, Kim	Apology			N
Shaw, Marie	Apology			N
Webb, Ken	7.25pm	7.28pm	0.03hrs	N
Woodside, Professor Alan	Apology			N

Signed: _____



Date: _____

29/11/16

Chairman of Governing Body