



## **Finance and General Purposes Committee**

**Minutes** of the Finance and General Purposes Committee held on  
Tuesday 11 October 2022 at Truro College

Members: Mr J Burnett, Mr P Callen, Mr D Collins, Mr M Cooper, Mr M Tucker and  
Mr A Young (Chair)

Also Present: Ms J Cashmore (Director of Operations), Mr S Cryer (Director of  
Finance), Miss L Langdon (Finance Officer), Ms L Maggs (Director of  
Operations, Penwith College) and Mrs A Winter (Clerk to the  
Corporation)

Apologies: Sir Robert Owen and Ms K Prosser

<b>Item</b>	<b>Decision</b>	<b>Action</b>
<b>22/44</b>	<b>Minutes</b> The minutes of the meeting held on 8 June 2022 were <b>APPROVED</b> as a correct record.	
<b>22/45</b>	<b>Declarations of Interest</b> Governors were reminded of the requirement to disclose any potential interest and to withdraw from the meeting if a matter under consideration could give rise to a conflict of interest. No new interests were declared.	
<b>22/46</b>	<b>Matters Arising</b> <b>46.01 College Budget 2022/23 and Pay Proposals (Minute 22/36)</b> The Committee <b>NOTED</b> that further to discussion in June 2022: <ul style="list-style-type: none"> <li>the AoC had issued a revised proposal to colleges of a 2.5% increase and non-consolidated payment of £750 - this was implemented by the Corporation from 1 September 2022</li> <li>the Chairs Standing Committee had subsequently taken the decision on behalf of the Corporation to make an additional 1.25% pay award from 1 November 2022 in the light of the Chancellor's 'mini-budget' announcements and savings to National Insurance employer contributions.</li> </ul>	
<b>22/47</b>	<b>Management Accounts 1 August 2021 – 31 July 2022</b> The Committee reviewed the draft accounts for 2021/2022 and noted the year end external audit was underway. The variations to the budget during the final quarter were reviewed and explained. Additional expenditure was mainly attributed to the extra, non-consolidated £750 payment to staff in July 2022.	

	<p>In reply to a question, the Director of Finance confirmed that details of the funds which would replace EU funding were still awaited.</p> <p>Overall, the variations to income and expenditure had increased the projected deficit from £362k to around £1.25m. The sale of managed investments in July had improved the end of year cash position as planned and would enable an ESFA financial health score of 'Good' to be achieved for 2021/22.</p> <p>The balance sheet demonstrated that the College remained in a sound financial position. It was noted that the pension valuation and resulting disclosure in the College's accounts was still being finalised.</p>	
<b>22/48</b>	<p><b>Cashflow</b></p> <p>This confidential item is separately minuted</p>	
<b>22/49</b>	<p><b>Draft Operating and Financial Review</b></p> <p>The Committee reviewed the draft Operating and Financial Review sections of the Financial Statements for 2021/22 and the main changes this year were highlighted.</p> <p>A number of editorial changes were suggested and Governors were invited to forward comments/corrections to the Head of Finance.</p> <p>The Committee <b>APPROVED</b> the preparation of accounts on a going concern basis.</p>	ALL to note
<b>22/50</b>	<p><b>Review of College Insurance for 2022/23</b></p> <p>The Committee noted the changes to the FE Protect policy from 1 August 2022 to add Ottery and make other adjustments.</p> <p>Governors asked about the benefits of cyber cover and noted that the key benefit was access to expertise in the event of a cyber-attack.</p> <p>The Committee was pleased to note a low claims rebate was due and that the relationship with FE Protect was working well.</p>	
<b>22/51</b>	<p><b>Green Energy Update</b></p> <p>The Committee received the annual assessment of the College's three major renewable energy projects - wind turbine (Penwith), biomass heating system (Tregye) and photo-voltaic panels (Truro and Penwith). The full costs had been recovered, significant savings had been achieved and the College was continuing to benefit from feed-in tariffs.</p> <p>In response to questions, the Principal reported that use of renewables and energy efficiency were considered for every new build and maintenance project. Battery storage linked to the PV panels had been assessed but remained unviable due to high daytime energy usage. The College was also exploring the potential use of a geothermal feed from the United Downs Geothermal Project in the future.</p>	
<b>22/52</b>	<p><b>Annual Review of College Banking and Legal Services</b></p> <p><b>52.01 Banking</b></p> <p>The Finance Director reported that HSBC continued to provide a good service and transaction charges remained low.</p> <p>The Committee <b>AGREED</b> that banking should remain with HSBC.</p>	

	<p><b>52.02 Legal Services</b></p> <p>In relation to legal services, the College did not have a standing arrangement with one law firm but used an appropriate specialist as needed. Stephens Scown were generally used for property matters and Ramsay Patterson provided employment advice.</p> <p>The Committee <b>AGREED</b> that it was effective and economical to engage specialists according to the specific issue and there was no reason to change this approach.</p>	
<b>22/53</b>	<p><b>Premises Matters</b></p> <p>An update was provided on the key projects:</p> <ul style="list-style-type: none"> <li>• Ottery (Bodmin) - construction work had recommenced and Fox Construction were making good progress. Completion was expected in May/June 2023</li> <li>• Seaton – the Strategic Development Fund had funded electric vehicle laboratories and a mezzanine floor for delivery of renewable technologies in Construction</li> <li>• Mylor – a new Careers Zone had been created, bringing together related services and resources</li> <li>• Summer Works – numerous smaller projects had been completed over the summer to upgrade and refurbish accommodation and facilities</li> <li>• Truro numberplate recognition – a new automated parking system had been introduced on the Truro campus.</li> </ul>	
<b>22/54</b>	<p><b>Haven House Update</b></p> <p>This confidential item is separately minuted.</p>	
<b>22/55</b>	<p><b>Date of Next Meeting</b></p> <p>The Committee would meet at 5.00pm on Tuesday 15 November 2022 at Truro College.</p> <p>The Investment Panel would meet beforehand at 2.45pm.</p>	ALL to note