

**REASEHEATH COLLEGE BOARD**  
**SPECIAL MEETING**

**Minutes of the meeting held on 31 January 2022 at 1pm**  
**Via MS Teams**

Present	Karol Bailey (independent) KB Colin Baxter (independent) CB Malcolm Burns (independent) MB Marcus Clinton (principal) MC Gary Crowe (independent) GC Evelyn Davies-Jones (Independent) EDJ Prof Chris Gaskell (independent) CG Peter Green (independent) PG Dr Elizabeth Harrison (independent) EH David Pearson (independent, Chair) DP Prof Eunice Simmons (independent) ES Alastair Taylor (independent) AT Liz Watts (staff) LW Paul Weston (independent, associate)
Attending	Chris Barstow (mazars llp) CBarstow Graeme Lavery (vice principal, finance and resources) GL Charlotte Clifford-Taylor (head of finance) CCT Jackie Schillinger (company secretary) JS

PART A (unless stated)

Item	Content
<b>1.</b>	<b>WELCOME AND APOLOGIES FOR ABSENCE</b>
1.1	The Chair welcomed all to the meeting. Apologies were received and accepted from Jane Cowell, Andrew Fletcher, Angela Potter, Jon Furber, Mike Gorton, Phil Gibbon, Kalliopi Angelakapoulos and Kate Cole.
1.2	The meeting was declared quorate and remained quorate throughout.
<b>2.</b>	<b>DECLARATIONS OF INTEREST</b>
2.1	There were no declarations of interest made to the meeting.
<b>3.</b>	<b>FINANCIAL REPORTING</b>
3.1	CB as chair of audit committee provided the Audit Committee Annual Report (incorporating the internal audit service annual opinion) to the meeting for assurance. It was noted that internal auditors had confirmed to the audit committee that the annual opinion provided good assurance and is in line with the vast majority of the sector in terms of benchmarking.
3.2	CBarstow of Mazars LLP as external auditor, presented the Group External Audit Completion Report, which reported an unqualified opinion without modification that the financial statements give a true and fair view and have been properly prepared. No concerns were brought to the attention of the meeting and CBarstow confirmed that strong assurance could be taken from the report. It was noted that David Hoose of Mazars LLP had attended the joint Finance and Audit Committee meeting on 3 December to present the draft report (at that time awaiting finalisation) and had also provided detailed commentary and strong assurance from the external audit process.

3.3	GL presented the Group Financial Statements for approval. DP thanked GL for presentation of the financial reporting and noted that the ESFA extended deadline for submission was in place due to the delays caused by the final reconciliation process for the subsidiary company. He noted that submission was due by the end of the day. Members considered that strong assurance had been provided to the meeting by the audit committee report, the external audit report, including the regularity report and the financial statements. DP noted that Jon Furber had given apologies for the meeting but had reviewed the financial reporting and had also given his observation to the meeting that the papers represented a good set of reports. On consideration of the reporting to the meeting, members confirmed that they were content to approve the Group Financial Statements and the ESFA Financial Return.
3.4	<b>RESOLVED:</b>
	<ul style="list-style-type: none"> <li data-bbox="300 737 1430 821">i. <b>The Financial Statements for the year to 31 July 2021 are approved and the Chair and the Principal are authorised to sign the statements and the College to submit the ESFA Financial Return</b></li> <li data-bbox="300 821 1430 863">ii. <b>The terms of the management representation letter are approved</b></li> </ul>
3.5	Confidential Part B item.
<b>4.</b>	<b>ANY OTHER BUSINESS</b>
4.1	It was noted that the approval requests in relation to the recent capital bid opportunity would be made via Finance and General Purposes Committee at its meeting in February.

The meeting closed at 1.20pm  
Confirmed as a correct record: 24 March 2022.