



**St Francis Xavier Sixth Form College
Meeting of the Full Governing Body
Tuesday 11th November 2025 at 6:30pm
Held remotely via Zoom**

College mission statement:

St Francis Xavier Sixth Form College is an inclusive educational community rooted in the Catholic faith, that has Christ at its centre. Our aim is to provide a broad curriculum which emphasises the pursuit of excellence and focuses on career preparation, leadership and service to others. We are committed to preparing the whole person to lead a life of purpose and success in a just and sustainable world.

March 2022

Governors Present:

Nader Sheta, Foundation Governor, Chair of Governors
Kate Bainbridge, Co-opted Governor
Elena Cirillo, Prospective Foundation Governor
Feranmi Durojaye, Student Governor
Gabrielle Williams Hamer, Co-opted Governor (Chair of the Audit Committee)
Patrick Kwong, Foundation Governor
Anna Mason, Staff Governor (support)
Sarah Medicoff, Foundation Governor
Mason Rhoomes, Student Governor
James Scott, Staff Governor (Teaching)
Keni Thomas, Associate Member
Graham Thompson, Principal

In Attendance:

Clare Baskott, Clerk to the Governing Body
Ciaran Graham, Associate Principal (Observer)
Margaret Searle, Director of Finance and Resources
Peter Mackereth, Partner, Buzzacott LLP

Apologies:

None

Absent without apologies:

Femi Adedeji, Parent Governor

Minutes

The meeting was quorate.

All reports had been circulated prior to the meeting.

Item 1: Opening Prayer

The Chair of Governors welcomed all present to the meeting.

The Principal led the meeting in prayer.

Item 2: Welcome and Apologies for Absence

The Governing Body **noted** the appointment of:

Elena Cirillo as a Foundation Governor with a four-year term of office from 11/7/2025 to 10/7/2029

Patrick Kwong as a Foundation Governor with a four-year term of office from 10/9/2025 to 9/9/2029

James Scott as a Staff Governor (Teaching) with a four-year term of office from 4/10/2025 to 3/10/2029

The Governing Body noted the resignation of **Chukwuweta Uraih**, Foundation Governor as at 8/10/2025.

The Chair welcomed the new governors to the meeting.

There were no apologies. Femi Adedeji was absent without apologies.

Item 3: Declarations of Interest

None.

Item 4: Audit Committee update

The Chair of the Audit Committee gave an overview of the Audit Committee meeting.

Item 5.1: Financial Management Control Evaluation

The Governing Body noted and approved the non-mandatory self-evaluation for 2024-25 presented by the Director of Finance and Resources.

The Principal reported that the college did not meet the enrolment target of 1,302, with 1,279 students on roll, and mitigations were in place. However, more students had been recruited in Year 1. The Principal had had a positive meeting with the FE Commissioner. The funding was lagged, which will result in reduced funding next year.

Governor question: How many students enrolled this year?

Response: As at 17th October 2025, there were 672 new students on roll.

It was agreed that Governor recruitment was a key area of concern. The Chair reported that interviews with three Foundation Governor candidates had been arranged for 28th November.

A discussion took place about the college's financial health. The Director of Finance and Resources explained that it was marked as 'Requires Improvement' in the September 2025 management accounts. This was consistent with the July 2025 predictions and the plan submitted to the DfE. In 2024-25, it had had been predicted to be 'Requires Improvement' but ended as 'Good'.

The FGB accepted the Financial Management Control Evaluation for 2024-25.

Item 5.2: End of Year: 31st July 2025 Report and Accounts Financial Statements for year ended 31st July 2025

Presented by Buzzacott, Financial Statements, Auditors

Item 5.3: Post-Audit Management Report 2024-25 including Regularity

Item 5.4: Letter of Representation

The Chair of Governors welcomed Peter Mackereth, Partner, Buzzacott LLP (external auditors) to the meeting.

Post-Audit Management Report 2024-25 including Regularity

The Partner introduced the Post-Audit Management Report 2024-25, Financial Statements including Regularity.

The Partner thanked the Director and the finance team for their assistance with the preparation of the accounts and the audit.

The Partner noted the LGPS pension scheme and explained that the college could not gain any benefit from the scheme, although the asset had grown.

Controls

The Partner reported no deficiencies or minor recommendations. It was noted that the college needed to remain vigilant about potential cyber-attacks.

Financial Health

The Partner referred Governors to the appendix which outlined the financial ratios and the college's financial health score (page 20). The overall outcome was 'Good'.

Cash

The Partner noted that cash had decreased over time, following squeezes on the sector. The management were aware of the current position and were forward looking.

Statement of regularity

The partner reported that there were minor tweaks in the statement.

Governor question: Has the audit approach changed this year?

Response: We have had the same approach as in previous years. The college income streams have not changed.

Governors asked for clarification on key changes to get comfort. The Partner reported the key changes were FE SORPS.

Leases on the balance sheet.

It was noted that there were very few leases, however colleges needed to be alert to the changes and there will be a webinar on this in the future, guidance notes were also available.

The Chair invited questions.

Governor question: Regarding the ratios set out set out on page 3 of the DfE dashboard, there was a downward trend in turnover days. The number of goods increased in the peer groups from 46% to 65%, how was this improvement made,

Response: The wider benchmarking data is taken from public data sets.

Governors asked about the SFX Corporate accounts and queried why the income was so low. The Director of Finance and Resources explained that 7% of total income was from SFX Corporate.

Turnover was £129k and the college had been gift aided £69k. Income for the subsidiary increases year on year, however the percentages had decreased because college income had increased.

Governor question: Is SFX Corporate income be likely to improve?

Response: We are expecting it to improve year on year. A member of staff is now working on the marketing. The sports pitch/sports hall lease are popular for lettings.

A discussion took place about the feasibility of letting out the media suite and music studio in the future for podcasts.

The Partner gave an overview of the Letter of Representation.

The Partner reported that the accounts gave a true and fair view of the college's affairs at year-end and had been prepared in accordance with UK accounting standards.

The Report and Financial Statements for the Year Ended 31 July 2025, were accepted as presented, and will be recommended for signing at the Full Governing Body meeting on 9th December 2025.

Item 6: Any Other Business

None.

Item 7: Close of Meeting

The meeting closed at 7pm.

Item 8: Date of Next Meeting

Tuesday 9th December 2025 at 6pm at the College
