

2 April 2019 at 8.00am

Trustees Present

Claire Lawton (CL Chair), Jon Culpin (JCCEO), David Lamkin (DL), Richard Cowling (RC), Sue Speller (SCS), Ken Murphy (KM) and John Morgan (JM)

Others Present

Prue Rayner (PR Executive Primary HT), Charity Main (CM Finance Director) and Kerrie Jones (KJ Clerk)

	ITEM	ACTION
1.	Acceptance of Apologies for Absence and Declarations of Interest with regard to agenda items	
	Apologies were accepted from Duncan Cooper (DPC DCEO), There were no declarations of interest.	
2.	Agree minutes of last meeting and matters arising not on this agenda	
	The minutes of 28 Feb 2019 were agreed as a true record. Efforts continue to recruit additional Trustees and a recruitment pack has been developed. There are currently two potential candidates.	
3.	JFAN recommendation	
	This item is recorded as a confidential minute.	
4.	CEO Report	
	The CEO's report had been circulated to the Board. JC highlighted some of the items: <ul style="list-style-type: none"> The proposal for a new faith school sponsored by St Bedes is currently on hold. Anglian Learning in conjunction with other local MATs, has challenged the decision to site this school in Soham. In the current political climate the Trust needs to be alert to the rise of right-wing attitudes. Trustees asked how many Prevent referrals have been made and whether the Trust has a policy on carrying knives. JC confirmed that this information will be brought to the Education committee and will form part of a wider piece of work on Behaviour Policies at all schools. <p>In line with the Trust Board's role in monitoring Complaints & Whistleblowing incidents, Sarah Golding had prepared a report for the Spring term summarising incidents across the Trust. The Complaints Policy is currently being revised with guides for both parents and staff.</p>	Review of Behaviour Policies to be considered by Education committee

	PR highlighted that a lack of community resources in the current climate of austerity has led to an increase in complaints being made to schools.	
5.	Approve aims and values (JC)	
	<p>Following extensive consultation with all relevant groups and personnel, the final version of this document was shared with the Board.</p> <p>One amendment is to be made with regard to the curriculum in order to make it more general, with specific detail to be added to the Curriculum Statement.</p> <p>Trustees were confident that the aims and values reflect their views of the Trust, now and in the future and were pleased to approve with the amendment described.</p>	
6.	Finance	
	<ul style="list-style-type: none"> • Management accounts CM had circulated the accounts to the Board. <ul style="list-style-type: none"> - There is an improvement in Period 5 with significantly lower use of reserves expected compared with that budgeted. - Netherhall forecast figures show improvement following a review of salary costs. Management of their Sports Centre continues to be closely monitored. Trustees asked that all headteachers complete written commentary on their budgets, to aid trustee understanding and quality assurance. - The current forecast at Stapleford is reasonable but budgets will need to be monitored closely moving forward as the school has a high number of SEND pupils. • F&A committee report The minutes of the meeting had been circulated. <ul style="list-style-type: none"> - Finance plans at Netherhall are on track but are dependent on Sixth form numbers - Asset management plan was discussed. JC reported that the School Condition Allocation has now been delayed to April. - QA of Primary LGBs was undertaken by scrutiny of LGB meeting minutes. It was agreed that standardisation of minutes would be helpful. PR highlighted that Primary schools are only now getting to a stage where they understand their responsibilities & relationship with the Trust in terms of finances. • Approve Charging Policy Trustees agreed to approve the policy. 	CM to ensure all schools submit a proper variance report for their LGB & the Board
7.	Education	
	<ul style="list-style-type: none"> • Academy Performance Summary The Quality Criteria Dashboards had been circulated. <p>At Primary schools managing pupils with complex needs is an issue. Work is ongoing to improve progress of disadvantaged pupils.</p>	

	<p>Trustees asked if LGBs had seen the dashboard and PR confirmed that it had been worked on by the HT and the Chair of Governors.</p> <p>Secondary schools - Netherhall needs to continue to build on its good Ofsted judgement.</p> <p>There are rigorous plans in place for those schools where the Trust has concerns</p> <ul style="list-style-type: none"> • Education Committee Report <p>There is a strong focus on safeguarding. As the new Chair of this committee, SS will become more involved with the safeguarding group.</p> <p>Work is being done to ensuring data can be compared across schools.</p> <p>DC is continuing to develop Power BI to allow comparison of data on attendance & safeguarding.</p>	
8.	HR	
	<ul style="list-style-type: none"> • Appointment of Bassingbourn VC Principal <p>Vickey Poulter has been appointed as the new Principal at Bassingbourn VC following a rigorous appointment process which JC summarised.</p> <p>Trustees asked whether other good candidates in such a process are identified for potential positions that may arise in the future. JC confirmed that whilst a database of candidates is recorded they are not currently flagged in this way.</p> <ul style="list-style-type: none"> • HR Committee Report <p>The minutes of the meeting had been circulated.</p> <p>Items covered included approval of the statutory Modern Slavery Statement and Gender Pay Gap Report.</p> <p>As part of the Recruitment and Retention Strategy SS has been working with KO to consider how AL can attract a wider pool of applicant to a variety of jobs.</p>	
9.	Governance	
	<ul style="list-style-type: none"> • R&G Committee report <p>The Evalu8 Board self-assessment has been completed by Trustees and will be followed by a discussion of the reports by CL and an NGA appointed mentor.</p> <p>The Trustee Recruitment process has been approved in general with some changes to be made.</p> <ul style="list-style-type: none"> • Completion of Skills Audit <p>The R&G committee has agreed a new skills audit format from RC. All who attend Board meetings regularly are asked to complete.</p> <p>Chair thanked RC for preparing this.</p> <ul style="list-style-type: none"> • Approve R&G Terms of Reference <p>These were approved.</p> <p>All committee ToR to be formatted to original style</p> <ul style="list-style-type: none"> • Approve Scheme of Delegation <p>The revised SoD was Approved.</p> <ul style="list-style-type: none"> • Approve Stapleford Trust Appointed Governor <p>Approval was given for the appointment of Edward Gunn.</p>	<p>Skills audit to be completed by all.</p> <p>KJ to format</p>

10.	AOB	
	There was no other business. [JC, PR and CM left the meeting]	
11.	Approve CEO payscale (market review)	
	This item is recorded as a confidential minute.	
12.	Date of Next Meeting	
	30 April tbc 16 July Sawston VC Meeting ended 10.20am.	

NOT YET AGREED