



MINUTES of the BOARD MEETING

30 March 2021, 1.00 p.m.

Part A Public

Item	Subject	Action
	<p>Trustees present: Tom Briant-Evans (TBE) Karen Brokenshire (KB) Mike Hosking (MH) – Chair Nick Lake (NL) Keith Tipler (KT) John Whetter (JW)</p> <p><i>Also present:</i> Jem Alder (JA) – Trust Secretary Mike England (ME) – Finance Director Simon Hague (SE) – CEO Tamsin Lamb (TL) – Director of Education</p>	
1	Welcome and Apologies	
1.1	MH welcomed KB to her first meeting and introductions were exchanged.	
2	Conflicts of Interest	
2.1	Trustees noted the updated Register of Interests.	
2.2	KB confirmed she would be stepping down as a governor of Pennoweth LGB later in the year. TBE reported he would be changing employment next month and be working for Browne Jacobson.	
3	Previous minutes of the 9 and 22 February 2021 were accepted as accurate records of the meetings.	
4	Matters arising / Tracker	
4.1	Matters arising 9 February: 2.2 Safeguarding. SH confirmed audit of central team has been completed.	
4.2	5.2 Trewirgie Infants – no feedback received.	
4.3	7.1 Letter sent to all TAs and support staff.	
5	Delegated Decisions since last meeting	
5.1	No Delegated Decisions had been made since the last meeting.	
5.2	Trustees agreed to suspend the current Delegated Decision making arrangements but they can be 'reactivated' by email if circumstances change.	
6	Confidential item	

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7	CEO's update	
7.1	SH shared an updated summary of the Development Plan and highlighted some subtle changes to the Why and the How following input from colleagues. These reflect the need to broaden out from the Trust just teaching children to being a developmental organisation and include other stakeholders eg staff. SH made the point that the move to thinking and acting as a single organisation seems simple but in reality is a 'seismic change'. The priority areas were looked at in more detail.	
7.2	1. Pupil outcomes / Covid update. <ul style="list-style-type: none"> • Revamped SIP process from September • Curriculum creation programme now completed • Preparing for new EYFS requirements in September <i>Q: Has it been more difficult for children after this lockdown?</i> Yes. More behaviour issues and the Trust has needed to make one permanent exclusion and had some issues with parents. Getting back into a routine has been really hard. Beginning to address any gaps and having a few weeks back then a short break is helpful for staff. <i>Q: Any positive test results?</i> One bubble closed at present. <i>Q: Is there a Maths network group?</i> Yes. More established than other areas due to earlier introduction of Maths Mastery. <i>Q: How are SIP visits quality-controlled?</i> Mix of TL and Trust's external SIP on their annual visit.	
7.3	2. Organisation section. <ul style="list-style-type: none"> • Changes to budget allocation and costing shared services • More school admin taking on trust-wide responsibilities – really enjoying the opportunities on offer • New financial reporting systems being planned • New Payroll system has been a 'massive success' • ICT 3 year strategic plan • Estates too has a 3 year plan for compliance, maintenance and repairs 	
7.4	3. Culture section. New survey results around culture show a better response than previous years. Important to understand why this might be – agreed as agenda item for next meeting. 4. Governance section. Board recruitment underway and progress with developing training materials and updating GSoD.	SH
7.5/6	Confidential items	
8	Finance	
8.1	Budget monitoring. ME summarised key points from his report: <ul style="list-style-type: none"> • Income currently slightly ahead but expect this to even out over a full year 	

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	<ul style="list-style-type: none"> Increasingly important to rely more on payroll forecasts so very pleased new system working well Covid related increase in overheads was anticipated – but may be offset by any future claims Some procurement changes not yet showing a saving Some school budgets underspent due to lengthy closure periods Expecting savings from catering contract Potential underspend on capital maintenance but savings could be used to fund LED lighting programme and any failed CIF bids 	
8.2	<p>Redeveloping reporting. ME confirmed school-based report format is better but still scope to improve. Trust level reporting needs additional work and he will bring proposals to the Board.</p>	ME
8.3	<p>Government DeCarbonisation programme. ME confirmed the Trust was unsuccessful in round 1 but a second round has just been announced. We expect this to be oversubscribed too and it has very different criteria. Three schools have been identified as meeting these criteria but will require the Trust committing to cover the cost of replacing old heating systems. Submission date is 7 April so Trustees agreed to delegate final decision to MH and NL.</p>	MH
9	Benchmarking report	
9.1	<p>Trustees noted the latest academies benchmarking report from Kreston. MH reported that some Trustees had received an overview of the DfE's new View My Financial Insights benchmarking tool (VMFI). Date for a detailed training session on VMFI agreed as afternoon of 17 May – time tbc.</p>	ALL
10	AOB	
10.1	<p>Flagstone investment scheme. Discussion needed between NL and ME as to whether to proceed.</p>	NL/ME
11	Items for next agenda	
11.1	<p>Invite Pennoweth HT to hear feedback Draft Governance Scheme of Delegation MBA Culture survey report Risk Register School Improvement update</p>	
11.2	<p>Agreed to consider making this a hybrid meeting with physical / virtual attendance options.</p>	
	<p><i>Dates of next meetings:</i> 22 April Audit 28 April Clerks 4 May LGB Chairs 18 May Board</p>	
	Meeting finished at 3.23	