



MINUTES of the BOARD MEETING

6 February 2024, 1p.m. at Tehidy Golf Club

Part A Public

Item	Subject	Action
	<p>Trustees present: V = virtual Tom Briant-Evans (TBE) V Robin Cowen (RC) Rob Gasson (RG) Mike Hosking (MH) – Chair Nick Lake (NL) Deborah Richards (DR) <i>item 5.2 onwards</i></p> <p><i>Also present:</i> Jem Alder (JA) – Trust Secretary Simon Hague (SE) – CEO Tamsin Lamb (TL) – Director of Education Deborah Pargeter (DP) - Member Sean Pinhay (SP) – Chief Finance and Operations Officer Vanessa Schreiber (VS) – Executive PA</p>	
1	Welcome and Apologies	
1.1	Trustees welcomed RG to his first meeting, and DP as an observer.	
1.2	Apologies: Karen Brokenshire (KB), Karen Harris (KH)	
2	Conflicts of Interest: RG reported he is CEO of Wave Trust and a Member of Roseland Trust.	
3	Minutes of the meeting of 5 December 2023 were accepted as an accurate record.	
4	Action Tracker / Matters arising	
4.1	Noted / None.	
5	STRATEGIC / OPERATIONS	
5.1	Strategic update.	
5.1.1	<p>Regional Trust Leaders Network.</p> <ul style="list-style-type: none"> • Interim RDD for next 6 months • Trend is for bigger / stronger trusts – average number of schools per trust increased from 8.8 to 10.6 • Highest level of school’s awaiting conversion since 2018 • More collaboration in the SW compared to elsewhere • “Yet to see impact of equal partner mergers” • Primary only trusts struggling to find efficiencies – “an emerging theme” • Acknowledged issue of insufficient capital funding <p><i>Q: Any new statutory powers mentioned?</i> No. Do not have the powers to intervene unless an issue.</p>	

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5.1.2	<p>Ofsted.</p> <p>SH summarised some of the changes recently announced by Ofsted regarding taking greater account of the wellbeing of school staff during inspections. He felt this potentially indicated the start of some significant changes.</p> <ul style="list-style-type: none"> • Inspections can be paused • Both the school and the Trust can request this • Can register concerns / complain to a senior inspector • New Code of Conduct for inspectors includes recognition of mental health concerns <p>Recent research suggests that small schools are 5 times more likely to be graded Inadequate than larger schools.</p> <p><i>Q: Has the Trust updated its Risk Register to reflect the need to support individual Headteachers?</i></p> <p>Not yet been changed. However TL commented that senior leaders know informally who will need more support than others, and that she and other colleagues already attend for the duration of each inspection.</p>	
5.1.3	<p>Industrial relations.</p> <p>SH reported to Trustees that although last year's national industrial action had ceased after a new pay deal was agreed – there still remains a high level of dissatisfaction within the profession due to the low levels of funding.</p> <p>However as this is not an issue unions can call for strike action over he felt it unlikely there will be a repeat of action in the current year.</p>	
5.1.4	<p>Trust had a productive meeting with the RDD's lead for Cornwall at the end of last term.</p> <p>As well as highlighting our academic results and strong financial position we shared our concerns over one school and the actions put in place to address them.</p>	
5.1.5	<p>Growth strategy / leadership capacity.</p> <p>SH reported that at the start of the year analysis took place as to which schools to approach about joining the trust. However this is effectively on hold as we have been approached direct by several schools. This includes Penpol at Hayle who have decided to convert and informed us we are on their shortlist of two MATs.</p> <p>This level of interest from maintained schools seems to reflect dissatisfaction with what the local authority can offer them – who are themselves suffering from reduced funding and high levels of staff turnover.</p> <p>To increase strategic School Improvement capacity Cathryn Andrews is moving fulltime into her role supporting TL – so we will be advertising for a Head at Pennoweth.</p> <p>Current Headteacher at Mylor Bridge who has been on parttime secondment to the trust has been appointed to join us fulltime – starting in September. She is currently covering absence at Parc Eglos.</p>	
5.1.6	<p>A complaints review panel was convened to review the outcome and approach taken with a complicated complaint at Halwin.</p> <p>The panel found the Trust to have investigated correctly – and we are not aware of any further follow-up.</p>	

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5.2	Marketing update / change of name	
5.2.1	SH reminded Trustees that the proposal to remove 'Multi Academy' from the Trust's name had been discussed in June 2023 and there had been informal agreement to make a change. The Trust now needed a formal decision be minuted so that it could proceed with incorporating this into new marketing materials and other documentation. He explained that to the proposal was to change the name to 'Crofty Education Trust' but just to use this name for marketing and communications – and not yet change this at Companies House.	
5.2.2	TBE informed the meeting that the process is actually very simple and does not require legal support and the associated costs, neither is there any requirement to amend the Trust's Articles or Funding Agreement. Following this advice Trustees agreed the following: 1. To change the Trust's name to 'Crofty Education Trust'. 2. A resolution to this effect is presented to the Members at their meeting on 1 st March. 3. Necessary paperwork is filed with Companies House to formalise the decision.	JA SH
5.3	Policy Management	
5.3.1	Trustees received in advance a briefing paper summarising the current position with regard to policy management and the role of governance. Trustees approved the following three recommendations: 1. Create small working group of officers / Trustees / Trust Secretary to progress this work – first report back by March Board 2. Approve the broad operating principles for the group 3. Approve draft list of outputs	SH/JA
5.4	Admission Arrangements 2025.26	
5.4.1	Trustees received a written report summarising the proposal to reduce the PAN at Porthleven, the statutory consultation process followed and the single response. Trustees noted this change was in response to changes to local demographics and that all year groups within the school now have less than 30 pupils. SH confirmed that the rest of the admission arrangements are unchanged from those for the previous year.	
5.4.2	Trustees agreed to set the Admission Arrangements for 2025.26 and to the reduction in PAN at Porthleven from 40 to 30.	
5.5	Safeguarding	
5.5.1	TL provided an update on recent developments: <ul style="list-style-type: none"> • Lucy Wandless (Head at Illogan) is new Trust Safeguarding Lead – previously had this role with Southerly Point • DR as Lead Trustee for Safeguarding has completed initial training • Clarity of roles and responsibilities being reviewed and finalised – notably those for governance • New plan produced 	

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5.5.2	<p>Safeguarding Child Protection policy.</p> <p>Trustees approved the current policy subject to all 'peer on peer' references being updated.</p> <p>TL confirmed that in future she would expect this to be presented during the autumn term.</p> <p>Two suggestions were offered:</p> <ol style="list-style-type: none"> 1. Would a precis of the policy be helpful for frontline staff? 2. Include a 'whole trust roles grid' to help clarify roles and responsibilities. <p>TL agreed the latter would be particularly helpful for the Shared Services team.</p>	TL
5.5.3/4	Confidential items	
6	SCHOOL IMPROVEMENT	
6.1	DoE's update	
6.1.1	Confidential item	
6.2	SIG Committee 8 January	
6.2.1	<p>RC reported that a surge of interest in attending Trannack's pre-school meant the Trust had reversed the earlier decision to cease providing this due to lack of uptake.</p> <p>RC also reported he had accepted an invitation to observe a School Improvement team meeting and had been very impressed by the high level dialogue across the team.</p>	
6.2.2	Trustees noted the papers from the SIG Committee – in particular the brochure for the recently re-launched staff training programme.	
7	FINANCE	
7.1	Budget Monitoring	
7.1.1	<p>SP highlighted the following from his report to the recent FAR committee:</p> <ul style="list-style-type: none"> • Trust will receive an additional £170K towards higher teacher pay rise • Main pressure is our spend on AP (Alternate Provision) – recognised the need to include more contingency / budget for 2024.25. • Still projecting the budgeted significant in year overspend – and aware we need to address this over the next two budget cycles. 	
7.1.2	<p><i>Q: Regular advice to MATs is to build capacity ahead of growth. If no further growth – where does this leave us?</i></p> <p>Current shared services capacity can deal with growth – one possible exception is HR. We have more pressure on school improvement capacity which needs to be tailored to the individual school.</p> <p>SP asked that the minutes include a thankyou to his assistant Financial Controller for her hard work with the current budget.</p>	
7.2	Trust office accommodation update	
7.2.1	<p>Trustees noted the briefing on the forthcoming relocation.</p> <p>SP reported the Trust has now received written confirmation that the sale of site will not cause us any problems and we are still on track to move by Easter.</p>	
7.3	FAR Committee 23 January	
7.3.1	NL highlighted the following from the recent meeting:	

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	<ul style="list-style-type: none"> New KPIs were discussed Draft Estates Plan received but amendments requested Internal audit programme beginning to provide useful feedback and tracker for this is being developed <p>Committee received a verbal update on recent investment decisions and outcomes – but he drew Trustee’s attention to the written report presented with the papers for today’s meeting.</p>	
7.3.2	<p>DFC pooling.</p> <p>SP briefly outlined the reason for a request to Trustees to retrospectively approve the regular pooling of all annual DFC (Devolved Formula Capital) funding – a process the Trust has followed for several years.</p> <p>Trustees confirmed their approval of this approach.</p>	
7.4	CEO’s Performance Management update	
7.4.1	MH reported that due to scheduling issues the planned meeting had only taken place the previous day. A written report will be provided to the March Board meeting.	MH
8	GOVERNANCE	
8.1	Governance Improvement Plan.	
8.1.1	<p>JA summarised the background and current status of the draft plan:</p> <ul style="list-style-type: none"> Reflects that governance is one of four strands within the Trust Development Plan First time such a plan has been produced – it incorporates recommendations from last year’s External Review of Governance too Trust template has been adapted to reflect the range of stakeholders involved Objectives and Key Tasks were drafted by SH and KB JA is drafting Actions / Responsibilities / Milestones <p>Trustees approved the objectives and success criteria, key tasks and task owners, format of the plan.</p>	
8.2	Governance update	
8.2.1	Trustees noted the update briefing issued in advance of the meeting.	
9	AOB	
9.1	MH invited expressions of interest from Trustees to attend CST’s online Essential Trustee course.	
	Meeting finished at 14.55.	

<p>Dates of next meetings:</p> <p>6/2 LGC Chairs</p> <p>1/3 Members</p> <p>6/3 FAR Committee</p> <p>11/3 SIG Committee</p> <p>26/3 Board / LGC Chairs</p>	<p>17/4 Governance Planning</p> <p>29/4 SIG Committee</p> <p>30/4 FAR Committee</p> <p>14/5 Board / LGC Chairs</p>
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