



MINUTES of the BOARD MEETING

26 March 2024, 1p.m. at Tehidy Golf Club

Part A Public

Item	Subject	Action	
	<p>Trustees present: V = virtual Tom Briant-Evans (TBE) <i>item 4 onwards</i> Karen Brokenshire (KB) V Robin Cowen (RC) V <i>item 4 onwards</i> Karen Harris (KH) <i>items 1-7.3.1 only</i> Mike Hosking (MH) – Chair Nick Lake (NL) Deborah Richards (DR) Peter Sheppard (PS)</p> <p><i>Also present:</i> Jem Alder (JA) – Trust Secretary Simon Hague (SE) – CEO Tamsin Lamb (TL) – Director of Education V Sean Pinhay (SP) – Chief Finance and Operations Officer Vanessa Schreiber (VS) – Executive PA</p>	<p>1. Apologies: Rob Gasson (RG)</p>	
2	Conflicts of Interest: no additional conflicts were declared.		
3	Minutes of the meeting of 6 February 2024 were accepted as an accurate record.		
4	Action Tracker / Matters arising		
4.1	ID 97 – Safeguarding Training. Link for online training has been issued to Trustees.		
5	STRATEGIC / OPERATIONS		
5.1	Strategic update		
5.1.1	<p>Strategic Plan update. Trustees received a written update on progress with the plan. SH highlighted various areas including: <i>School Improvement.</i></p> <ul style="list-style-type: none"> • Positive progress with Curriculum development • Very positive feedback following recent peer review Gloucestershire Learning Alliance (GLA) • SEND lead beginning to make an impact – especially on lessons <p><i>Operations.</i></p> <ul style="list-style-type: none"> • H&S compliance - now reporting termly to FAR with live data available • Data gathering on future maintenance strategy • Finance working on multiple internal systems which collectively improve our budget management • Lots of work with IT and migration to Microsoft platform 		

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	<ul style="list-style-type: none"> Net Zero – repeated Eco Summit, lots of improvements with green energy – but still to produce a complete plan <p><i>Culture.</i></p> <ul style="list-style-type: none"> CPD programme fully in place - will benefit from office move and new training venue Staff appraisal – added support staff to our ‘Building Blocks’ approach Lots of input from our marketing partner 	
5.1.2	<p><i>Governance.</i></p> <ul style="list-style-type: none"> LGCs as engaged as ever – thanked KB for her work in achieving this Feedback process improved Progress with new arrangements for governance of Safeguarding and Risk <p>Trustees discussed if there was more work to do on having a shared culture? Proposals to assist this were making it part of October’s Governor Conference and including it in induction.</p> <p>Agreed to hold the next joint strategy session with leadership before the summer break.</p>	
5.1.3	<p>Chairs Regional update.</p> <p>MH fed back from recent meeting and input from the RDD:</p> <ul style="list-style-type: none"> Impending change of government a major theme Concerns around Maths KS2 outcomes, inclusivity, attendance, disadvantaged gap Confirmed they are applying the High Quality trust descriptors in their decision making Conversions landscape relatively consistent – average MAT size growing but number of trusts reducing slightly <p><i>Q: Do we know what these quality indicators are and do we feel they are appropriate?</i></p> <p>Yes – published last year and feel they are ‘more right than wrong’.</p> <p><i>Q: Any improvement areas for the trust?</i></p> <p>No specific ones - SH will share an analysis of how the trust matches up to them. where we are</p> <p>MH also met with the Deputy Director who commented that our “<i>level of performance not gone unnoticed</i>”.</p>	SH
5.1.4	Confidential item	
5.2	Change of name update	
5.2.1	<p>Formal request submitted to Companies House – awaiting confirmation of acceptance. Once received we need to communicate the change formally with all stakeholders – notably staff and parents.</p> <p><i>Q: Might the name become less ‘inclusive’ in the future if schools further away join the Trust?</i></p> <p>Possibly – but an unknown at present.</p>	
5.3	Safeguarding - Lead Trustee update	
5.3.1	<p>DR provided a written report in advance of the meeting. Areas covered included:</p> <ul style="list-style-type: none"> Feedback from various useful meetings to help understand the role - notably with the Trust’s Safeguarding Lead. Confirmed that the Board is currently meeting the high level requirements set out in the new Academy Trust Governance Guide Safeguarding and Whistleblowing may be included in the next round of internal audit inspections Training 	

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6	SCHOOL IMPROVEMENT	
6.1	DoE's update	
6.1.1	<p>Risk Indicators.</p> <p>TL shared an updated version – reminding Trustees the main purpose is to allow us to spot themes across all 16 schools and act quickly.</p> <ul style="list-style-type: none"> • Trannack – not an issue before but falling roll and other issues means it now presents as a risk • SEND higher risk than previously – combination of increasingly accurate evaluation, 5 new SENDCos, a clarified culture • Focus for all SILC visits to look at SEND identification and provision • Anticipate increase in scoring as Trust's SEND Lead's work is implemented • Computing and Music improved – emphasised by Porthleven getting to the national finals in the Lego League (linked to computer programming) 	
6.1.2	<p><i>Q: Do we have any projections for Trannack's falling roll continuing?</i></p> <p>Not specifically but longer term may need to review this again – and possibly include in the next strategy day. Falling rolls at primary level is an issue for both Cornwall and nationally, and recent work on our risk strategy has also identified this as a concern.</p>	
6.2	SIG Committee 11 March	
6.2.1	<p>RC reported back from the committee meeting – starting with some observations about the Curriculum and how the trust's approach differed from other areas of operations where there is already significant alignment.</p> <p>With the Curriculum there is a more organic approach -eg with SEND it is first moving to a shared language. Process starts with a focus on where it is not working as we well as desired, then looking for good practice and then sharing it. It is a different kind of coming together.</p> <p>A key learning point from last year's peer review is where is greater alignment useful? So in 3-5 years time do we want people to be able to identify a Crofty school just from their Curriculum? The committee will be exploring this in more detail at their next meeting. SH commented this was a very good summary and agreed there are pros and cons to alignment. He would describe the current approach as "collaborative convergence" rather than a top down imposed process.</p> <p>RC also highlighted that the new process for Trustees to feedback a response to that received from LGCs is now in place – a standing agenda item for the committee.</p>	
6.2.2	<p>Parc Eglos update.</p> <ul style="list-style-type: none"> • LGC strengthened – both another chair and a Head from within the Trust have been recruited • Temporary Head will continue as fulltime Executive Head from September • Recent SILC visit did not identify any new issues – but a very useful springboard for further actions – eg decision to switch to ReadWriteInc from September • Some staff re-organisation 	
6.2.3	<p>Community Awards.</p> <p>RC reported he had presented 2 awards at Porthleven and recommended to other Trustees to make themselves available if possible as he had found it rewarding.</p>	

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7	FINANCE	
7.1	Budget Monitoring	
7.1.1	<p>SP highlighted some of the significant variations:</p> <ul style="list-style-type: none"> • Portreath – this additional funding is just for in-year changes to pupil numbers • Supply – will be getting Heads to be more realistic at budget setting • New admin costs include marketing partner (12 month contract) and a risk management tool (includes setup and first year costs) • Confirmed that funding for alternative provision definitely needs to be separated out next year – possibly a contingency pot from General Curriculum 	
7.1.2	<p>New KPIs introduced at last meeting. One surprise was that the Staff:Teacher ratio KPI suggest that our one form entry schools appear to run the 'leanest' – possibly due to a smaller management structure.</p>	
7.2	FAR Committee 23 January	
7.2.1	<p>Treloweth Elliotts update. We have looked at the possibility of moving these to Godolphin. However Cornwall Council want this extra capacity to remain on site – so we are exploring a different funding option presented by them. Feedback from the meeting:</p> <ul style="list-style-type: none"> • Trustees were shown the Parago system including live data for H&S compliance and training records. • New KPIs particularly useful • Reviewed data on staff leaving for the first time – feel this would be useful for both committees in the future 	
7.2.2	<p>Capital progamme. Discussed a revised proposal in detail – first was too expensive. Recommendation is for an 18 month programme using 2 years of external funding plus £100K contingency from reserves. NL confirmed the committee recognises the trust does need a longer term programme as well – and propose that agreeing this and the accompanying budget becomes part of the annual budget approval process – ie it becomes a whole Board decision. Trustees agreed to this proposal.</p>	JA/SP
7.3	CFOO's verbal updates	
7.3.1	<p>Investments.</p> <ul style="list-style-type: none"> • Group met yesterday - paper to follow • Continue to fine tune the system to make the most of our available funds • As expected there has been a reduction in overall funds to meet cash flow requirements, and capital expenditure for Pennoweth • Higher proportion in instant access funds than previously – though little differnec ein current interest rates 	
7.3.2	<p>Office accommodation.</p> <ul style="list-style-type: none"> • Accelerated progress now that change of ownership completed • Landlord keen we move as new tenant identified for our current office – so looking at end of April 	

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7.3.3	Garras lease. <ul style="list-style-type: none"> • Funding Agreement amended – gone back to DfE • Government bought the lease from the landowner – so now creating a lease with the Trust 	
7.4	Parc Eglos Swimming Pool update	
7.4.1	SH summarised the position reached – Trustees had received full details via email. Primarily has been an exercise in managing both stakeholders and our reputation. Stakeholders understand that the Trust will not make this a priority – and any consultation process needs to make this clear together with the implications of future running cost projections. <i>Q: What will happen to the space if no funding is found from other sources?</i> Options are to either re-purpose the space or just clear and make safe. Both involve a cost to the trust but the former would still be significant.	
8	GOVERNANCE	
8.1	Co-opting to FAR and SIG Committees. <ul style="list-style-type: none"> • MH reminded Trustees this option had been raised last year when it was agreed to set up the two new committees. • Initial proposal is to offer this opportunity direct to all our local governors. We are already aware of a wide range of experience and it is also a recruiting route for potential future Trustees. • Governors expressing an interest will be interviewed and appointed to join one of the committees if considered suitable. Meeting discussed the implications of non-Trustees joining a committee – notably where they might feel a sense of 'loyalty' to their own school / LGC. It was noted confidentiality was already part of every governance role and could be emphasised on appointment. On balance the benefits of utilising skills and increasing understanding of the trust and governance as a whole at a local level outweighed any risks. Trustees agreed to the proposal – MH will share this decision at then next LGC Chairs meeting.	MH
8.2	Academy Trust Governance guide. Trustees noted the new guide and accompanying briefing note.	
8.3	Members AGM 1 March feedback. Members were supportive of the proposed change of name. Deborah Pargeter shared her observations from observing both a Board and a LGC Chairs meeting (<i>issued with meeting papers</i>). Trustees commented that these were very positive which was encouraging to hear. MH reminded Trustees that they do need to recruit at least one new Member so any suggestions for this vacancy are welcome.	ALL
8.4	Governor Hub Timetable. JA confirmed that the plan is that from Autumn 2024 all meeting papers (Board and Committees) will be just uploaded to Governor Hub and Trustees will get a link to the relevant folder to be able to access papers for advance reading / at the meeting. For the rest of this academic year he will run both systems side by side.	JA/ALL

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9	AOB	
9.1	Training update. DP and PS are both enrolled on Confederation of School Trusts' (CST) <i>Essential Trustee</i> course.	
10	Confidential item	
	Meeting finished at 3.12	

Dates of next meetings:	
17/4 Governance Planning	4/6 Governance Support
29/4 SIG Committee	14/6 Members
30/4 FAR Committee	25/6 FAR Committee
20/5 Board	1/7 SIG Committee
21/5 LGC Chairs	9/7 Board / LGC Chairs