



Trust Board - Minutes

Minutes of the Board of Trustees held on Thursday 22nd May at 9:30am at Academy House.

Trustees: Mrs A Firth (Chair), Dr J Blunden (Chief Executive), Mr J Dunn (Vice Chair), Mrs A George, Mr A Milliner, Mr D Austin, Ms Anne-Marie Sim, Mr M Tucker, Mr C Waldie, Mr J Green, Ms A Hutchinson, Mrs A Bull.

Also Present: Mr S Davis (Chief Financial Officer), Mrs B Couch (Head of Corporate Governance), Mr C Gould (Director of Education), Mrs J Harvey (item 5), Mrs E Burley (Minute Taking)

Apologies: Mr S Spry and Mr C Waldie.

| Item | Decision | Action |
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| 1. | Governance Business | |
| 1.1 | Apologies Apologies were RECEIVED from Mr S Spry and Mr C Waldie. | |
| 1.2 | Declaration of business and pecuniary interests and approval of register Trustees APPROVED the previously circulated register of interests which included and amendment for Mr S Davis, whereby a family member had been elected to join Cornwall Council. | Admin. Manager |
| 1.3 | Public and confidential minutes of the meeting of 2nd April 2025 The public and confidential minutes of the meeting held on 2 nd April 2025 were ACCEPTED as a true and accurate record of proceedings. | |
| 1.4 | Matters arising (not otherwise covered in the agenda) None | |
| 1.5 | Chair's Business Trustees were INFORMED of the proposal for the schedule of governance for 25-26 where full board meetings would reduce to 3 a year due to the addition of the education committee which will hold termly meetings. | |
| 1.6 | Corporate Governance report Trustees RECEIVED the previously circulated report. Trustees NOTED that the policy review working party met on 14 th May and approved the following policies: Health and Safety, Data protection, Whistleblowing, Growing Great People, Induction, Discipline, Pay, Probation and Uniform. Trustees NOTED the feedback received from LMCs suggesting that some would like to meet 3 times in year, using the other 3 occasions to undertake monitoring activities. | Admin. Manager |

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| | <p>Trustees DISCUSSED the proposal and AGREED to this approach with an amendment to the SODA with clear expectations of the 6 interactions.</p> <p>Trustees NOTED the Governance dates for 25/25.</p> | Head of Corp. Gov. |
| 1.7 | <p>Report from Audit and Risk Committee</p> <p>Trustees RECEIVED the previously circulated report and minutes of the Audit and Risk Committee meeting.</p> <p>Trustees NOTED that three internal audits had taken place this academic year, health and wellbeing, payroll and health and safety. Trustees NOTED that the Trust are awaiting the reports from the audits.</p> <p>Trustees NOTED that the committee had approved additional internal audit days moving forward due to growth and additional need.</p> <p>Trustees NOTED the positive progress of the No-PO, No-Pay policy bought in during September 2024.</p> <p>Trustees NOTED review of pupil numbers on Spring census 2025 where there has seen drop in NOR overall as a Trust which is a concern.</p> | |
| 2. | <p>Chief Financial Officer report</p> <p>Trustees RECEIVED the previously circulated reports.</p> <p>Trustees NOTED that the financial position remains challenging with the year-end forecast of £897k, resulting in a deficit of £1,505k. The adverse variance is primarily due to increased establishment costs, including SEN needs and teaching staff supply provision.</p> <p>Training support is being put in place to support Headteachers with using alternative options to supply agencies for staff absence cover.</p> <p>SEN costs remain a concern with under funding from the Local Authority. The financial stability group continue to work on ensuring that SEN related income is proactively pursued in a co-ordinated fashion.</p> <p>Trustees NOTED the risks and mitigations including the recent amendment to the EHCP unit rate.</p> <p>Trustees APPROVED the position for the period ending 31st March 2025 and confirm the Trust is a going concern based on these projections.</p> | |
| 3. | <p>Chief Executive report to include risk management</p> <p>Trustees RECEIVED the previously circulated reports.</p> <p>Trustees NOTED that part of the recent regional roundtable focused on the Government's opportunity mission, the Children's Wellbeing and School Bill which is being currently in a development stage.</p> <p>Trustees were INFORMED that the Trust had been involved in two trial OFSTED inspections with the new proposed framework. The inspection cycle is now entering it's pilot stage. It has been positive for the Trust to take part enabling us to view the new structure of inspections.</p> | |

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| | <p><i>Mr M Tucker joined the meeting at 10:15am.</i></p> <p>Trustees NOTED the national performance data and where the Trust data places alongside this. Trustees were INFORMED that this position does not currently include Mullion and Helston schools due to being recent joining schools. Trustees NOTED that the progress of disadvantaged pupils is a priority focus.</p> <p>Trustees NOTED that Chris Gould the Director of Education and Deputy CEO has been appointed as a South West Regional Improvement for Standards and Excellence (RISE) advisor. Trustees were also INFORMED that the Trust has been invited to provide funded support for Fowey River Academy as part of the first 20 RISE schools in the region.</p> <p>Trustees NOTED the Trust Governance and Leadership Structure for 2025-2026.</p> <p>Trustees NOTED that following the due diligence that has been undertaken regarding the Leading Edge Academies Partnership, the Trust are currently awaiting a response from the diocese legal team following a drafting meeting with trustees on amended Articles of Association.</p> <p>Trustees NOTED that the Trust are also awaiting the outcome of the Condition Improvement Fund applications for LEAP schools to provide mitigation for costs identified in condition surveys as part of our due diligence. Trustees were INFORMED that an extraordinary meeting may be called once these outcomes have been received.</p> <p>Trustees NOTED that there is no current update on the Perranporth Academy as it still remains part of the DFE Free School review.</p> <p>Trustees NOTED the risk register previously circulated.</p> <p>Trustees NOTED the concern in the rate of the Trust suspension and permanent exclusion rate in-year particularly in association with SEN. The Director of Education and Director of Inclusion are working on putting together an Inclusion Strategy to address this.</p> <p>Trustees NOTED that Sennen School would like to explore the option of opening a nursery provision. Sennen has a falling roll and the Trust would like to put a business case to the regional director to amend the age range in the school. Trustees APPROVED the delegated decision on this to the CEO.</p> <p>Trustees NOTED that the long term sickness of one Headteacher remains a concern.</p> | |
| 4. | <p>Director of Education report</p> <p>Trustees RECEIVED the previously circulated reports.</p> <p>Trustees NOTED the predicted data for phonics, KS2 SATS and GCSEs. The predicted data shows an overall improvement across the Trust. Disadvantaged data requires improvement.</p> <p>Outcomes for Nanpean still remain a concern. Predictions are below national average with a small cohort of 14 pupils. A new Headteacher is now in place and significant work is being undertaken to improve this.</p> <p>Trustees NOTED the vulnerability of the data for Mullion and Mithian Primary for this current cohort.</p> <p>Trustees NOTED the continued improvements in attainment for the trust average in Primary and this year in Secondary particularly with Hayle and Helston school.</p> | |

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| | <p>Trustees NOTED the ongoing concerns around the data at Nanpean school and Roche school for Mathematics which will affect its combined measure in the OFSTED window.</p> <p>Trustees were INFORMED that the schools due to be inspected in the next Academic year include Sennen, Mousehole and Roche.</p> <p>Trustees NOTED that Helston Community College has shown significant improvement in their data. There are concerns over the cohort for next year as a challenging year group.</p> <p>Trustees NOTED the concerns regarding the data projections for Cape Cornwall School.</p> <p>A Trustee QUESTIONED why Cape Cornwall does not offer double science in their choices and was INFORMED that with the Secondaries moving into a single curriculum this will be included going forward.</p> <p>Trustees were INFORMED that the Director of Inclusion has made a good start and already made an impact. Trustees NOTED that the Director of Inclusion would be invited to the next Board meeting.</p> <p>Trustees NOTED the suspension and permanent exclusions data showing trends. The data is currently a concern and the Inclusion Strategy will include actions to address this.</p> <p>A Trustees ASKED if the ARBs and alternative provisions in our schools accessible to children with behaviour issues and was INFORMED that the Director of Inclusion is wanting to roll out this model throughout the Trust.</p> <p>A Trustee raised concern over Cape Cornwall School where there seems to be a combination of concerns. Trustees were INFORMED that there had been some key issues in staffing which has had a significant impact in addition to high SEN needs. Trustees were ASSURED that a new Leadership structure will be in place at the school in September along with the shared curriculum approach. Which will benefit the school</p> <p>Trustees NOTED that the Headteacher is also embedding into his role as Headteacher across two schools.</p> <p>Trustees NOTED the increasing need in our schools and the ongoing challenge of working with the Local Authority to ensure that we are receiving the appropriate funding to support our pupils.</p> <p><i>Mr J Dunn left the meeting.</i></p> <p><i>Mr D Austin left the meeting at 11:05am.</i></p> <p>Trustees NOTED the work on attendance and the continued focus on targeted schools linked to FSM in Secondary.</p> | |
| 5. | <p>Safeguarding Lead Report</p> <p>Trustees RECEIVED the previously circulated report.</p> <p>Trustees NOTED that Safeguarding quality audits had been carried out in all Secondary schools however Hayle and Cape are due a change in Designated Safeguarding Lead so an additional Autumn term review will be put in place.</p> <p>Trustees were INFORMED that there is work ongoing with the Primary school safeguarding audits.</p> | |

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| | <p>Trustees were INFORMED that the safeguarding lead is working on a consistent approach to reports and evidencing across the Trust.</p> <p>Trustees were INFORMED that there was not enough interest for the 'Train a trainer' course however not a statutory requirement and schools are focusing on DSL training.</p> <p>Meeting ended at 11:30am</p> | |
| | <p>Date of next meetings:</p> <p>Risk and audit committee – Wednesday 2nd July 2025 at 4pm Finance and Resources – Wednesday 25th June 2025 at 4pm Full Board – Tuesday 8th July 2025 at 9:30am</p> | |

| Pending | In progress | Complete | Outstanding | |
|---------------------|-------------|--|-------------|---------|
| Number | | Action | Who | By When |
| Minutes 21.03.24 | | | | |
| Number from minutes | | | | |
| 1.6 | | Amendment to the SoDA | BC | |
| 1.6 | | Dates to be sent to all members of committee | BC | |
| 3. | | Referencing of policies and paragraph 9 of Behaviour policy to be looked at. | JW/TL | |
| 5. | | Amendments to the LGPS employer discretions policy | HA | |
| 5. | | To circulate wellbeing and workload charter | HA | |
| 6.2 | | Circulate approved reserves policy. | EB | |
| 6.4 | | Amendment to Investment policy and circulate | SD/EB | |
| Minutes 23.05.24 | | | | |
| 1.2 | | Amendments to register of interest | BC | |
| 1.5 | | Arrange search and governance committee to meet prospective Trustees | BC | |
| 1.6 | | Equality policy to be circulated | EB | |
| 1.6 | | Equality guidance for schools | CG/ AH | |
| 1.6 | | Amendments and circulate SODA | BC/EB | |
| 1.6 | | Amendments to policies to bring in line with new LMC role | BC | |
| 2.1 | | Additional consolidation paper created circulated with Trustees | SD/BC | |
| 5. | | Pupil survey outcomes to be brought to July meeting | JH | |
| 6. | | Flexible working and retirement policies to be circulated with schools | EB | |
| 6. | | EAP purchase and rollout | HA | |
| 8. | | Health and Safety Policy to be circulated | EB | |
| Minutes 09.07.24 | | | | |
| 1.2 | | Amendment to register of interest | BC | |
| 1.8 | | Circulate minutes from the risk and audit committee | BC | |

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| 2.2 | Circulate Financial Procedures Manual along with coinciding policies with schools | EB/ SD | |
| 2.2 | CFO to review the table outlining roles and responsibilities in the financial procedures manual | SD | |
| Minutes 09.10.24 | | | |
| Number from minutes | | | |
| 1.6 | To explore governance arrangements across the schools where either a Headteacher is shared or recruitment is proving difficult. | BC | |
| 1.6 | Publish and circulate behaviour policy | EB | |
| 1.6 | Organise an event open to all LMC members | BC | |
| 4. | Publish and circulate redundancy and attendance Policy | EB | |
| 5. | Risk management policy | EB | |
| Minutes 05.12.24 | | | |
| 1.6 | MOU to be discussed with the Diocese and circulated with Trustees for approval | BC | |
| 3. | Terms of reference to be shared with Trustees in regards to proposed Education Committee | BC | |
| 3. | Circulate a diary entry for the Musical Showcase with Trustees | EB | |
| 5. | Glossary of acronyms to go alongside the Safeguarding report | JH | |
| Minutes 02.04.25 | | | |
| 1.3 | Amendment to previous minutes | EB | |
| 1.3 | Review actions of previous minutes | BC | |
| 1.6 | LMC event evaluation survey | BC | |
| Minutes of 22.05.25 | | | |
| 1.2 | Publish amended register of interests | EB | |
| 1.6 | Amendment to SODA | BC | |
| 1.6 | Circulate approved policies | EB | |