



TRUST BOARD – MINUTES

Minutes of the Board of Trustees held on Thursday 21st July, 9.30am at Academy House.

Trustees: Mrs E Winser (Chair), Mrs A Firth (Vice Chair), Prof A Livingston, Dr J Blunden (Chief Executive), Mr J Dunn, Mrs S Flack, Mr J Green and Mr A Milliner.

Also Present: Mrs H Andrew (HR Director), Mrs B Couch (Trust Governance Lead), Mrs J Brinson (Director of Business and Finance), Mr C Gould (Director of Education) Mr J Eddy (Head of Health, Safety and Estates).

Apologies: Mr S Cryer (Trustee), Mrs A Bull (Trustee) and Mrs J Harvey (Trust Safeguarding Lead).

Item	Decision	Action
1.	Welcome, Introductions and Apologies The Chair welcomed all to the meeting, apologies were RECEIVED and ACCEPTED from Mr S Cryer, Mrs A Bull and Mrs J Harvey.	
2.	Declaration of Business and pecuniary interests and approval of register The previously circulated register of interests was DISCUSSED , Trustees DECLARED no additional interest	
3.	Related Parties forms Related parties forms for the year ending 31 st August 2022 were circulated and completion was requested – those not in attendance will be asked to complete and return.	Gov Lead
4.	Minutes and Confidential minutes of meeting held on 20th May 2022 The minutes and the confidential minutes of the meeting held on 20 th May 2022 were ACCEPTED as a true and accurate record of proceedings.	
5.	Matters arising <u>11,2 Health and Safety</u> Trustees QUESTIONED the position regarding families across the Trust being able to feed their children and were INFORMED that there is not currently an overall picture but every school puts in provision to support children. Many supermarkets are putting in provision over the summer holidays. The extent of the issue across the Trust will be investigated further. <i>For confidential matters arising, see confidential minutes.</i>	CEO

6.	<p>Election of Chair and Vice</p> <p>Nominations for the Chair and Vice Chair of the Board were invited, Anita Firth was nominated as Chair and Jeremy Dunn as Vice Chair – they were unanimously elected for the 2022/23 academic year.</p> <p>Trustees EXPRESSED their thanks and appreciation to Ellen Winser for her hard work as Chair over the years and look forward to saying a proper good bye at the end of the meeting.</p>	
7.	<p>Chairs Business</p> <p>None to report.</p>	
8.	<p>CEO report</p> <p>Trustees RECEIVED the previously circulated report with the following points to NOTE:</p> <p><u>Free school update</u></p> <p>The school is progressing through feasibility stage and the Perranzabuloe neighbourhood plan steering group has been consulted. Formal consultation responses were made by TPAT and the DfE regarding the location of the school within a proposed settlement gap. The informal feedback to date is that the neighbourhood plan will be amended to incorporate the new school and the settlement gap shifted. This is a very positive outcome to date as it will help the planning process in due course. Local support for the school is high.</p> <p><u>Growth</u> <i>see confidential minutes</i></p> <p><u>Nanpean</u></p> <p>Trustees were INFORMED that Nanpean School near St Austell has formally requested to join TPAT, the Trust and the school are liaising with the regional team on due diligence and timings for formal consideration by the advisory board. Following DISCUSSION, Trustees formally agreed to Nanpean joining the Trust, subject to final due diligence in the Autumn Term.</p> <p><u>Risk Register</u> <i>See confidential minutes</i></p>	
9.	<p>Review of Trust Development Plan 2021-22</p> <p>Trustees RECEIVED the previously circulated development plan and NOTED the progress towards highlighted areas including the additional capacity investment in SEND, curriculum development and digital transformation work.</p> <p>Trustees DISCUSSED the new professional growth model and the priorities for workforce development going forward. Trustees NOTED that professional development will be an integral aspect of the new professional growth model.</p> <p>Trustees NOTED the progress made over the last year and REQUESTED a SEND data breakdown for attainment and progress.</p>	Dir of Ed

10.	<p>Primary School data outcomes 2022</p> <p>Trustees NOTED the previously circulated report with the following highlighted:</p> <p>The national average for reading, writing and maths at KS2 is 59%, this is a drop of 6% from 2019. The Trust are broadly in line with this national average, this may change slightly once all results have been received.</p> <p>Trustees NOTED the strength in data is mainly within the Truro Hub and QUESTIONED the reason for this – Trustees were INFORMED that one reason could be that the Truro Hub has lower levels of deprivation and pupil premium than the other two Hubs.</p> <p>Trustees NOTED that the KS1 results have dropped considerably and DISCUSSED the fact that these children are the group most impacted by the pandemic.</p> <p>Trustees NOTED the Trust will continue to have a specific focus on Pupil Premium (PP) strategies, given those schools with higher PP have less positive data.</p> <p>Trustees NOTED the drop in phonics screening results and were INFORMED that a number of schools have transitioned into new schemes this year, the results of this will be evident next year.</p> <p>Trustees DISCUSSED specific schools and NOTED that half termly focussed groups will be taking place for those schools causing concern.</p> <p>Trustees QUESTIONED what information they will be given going forward in order to benchmark progress and were INFORMED that the Director of Education will share the plan in September - this will run alongside the overall Trust Development Plan.</p>	
11.	<p>Financial Reports</p> <p><u>11.1 – Management accounts, balance sheet, cashflow projections and performance indicators as at 31st May 2022</u></p> <p>Trustees RECEIVED the previously circulated reports and NOTED the position for period ending 31st May 2022, the Balance Sheet, Cash Flow and school performance indicators.</p> <p><u>11.2 – School budgets 2022-25</u></p> <p>Trustees RECEIVED and DISCUSSED the previously circulated reports with the following outcomes:</p> <ul style="list-style-type: none"> • Trustees APPROVED the overall budget for 2022/23, including those schools proposing in year deficit budgets • Trustees APPROVED the MAT central and MAT ICT budgets for 2022/23 • Trustees NOTED the 2023/24 and 2024/25 forecast budgets • Trustees APPROVED the 3 year budgets for the submission of the Budget Forecast Return to the ESFA • Trustees APPROVED that the Trust is a going concern given the current budget projections. <p>Trustees DISCUSSED and RAISED their concerns with regards to 3 school budgets – see <i>confidential minutes</i>.</p> <p>Trustees DISCUSSED the need to ensure all schools are looking at their longer term staffing situation, but specifically those who are in a deficit position.</p>	

	<p>Trustees AGREED that where a school is in a deficit position, it must be an expectation that all decisions with a monetary implication are discussed with the Trust – the need to remove delegated permissions will be looked at if required.</p> <p>Trustees DISCUSSED the current investment account and REQUESTED research be undertaken to determine if this is the best opportunity available to the Trust.</p> <p><u>11.3 Capital monitoring report as at 31st May 2022</u></p> <p>Trustees NOTED the previously circulated reports and APPROVED the use of 2022/23 Capital Allocation for the following projects:</p> <ul style="list-style-type: none"> • St Just - £27,980 for replacement oil tank • Kehelland - £45,000 for fencing (safeguarding requirement) <p>Trustees NOTED the summary financial position for Capital for the Trust for the period ending 31st May 2022.</p> <p><u>11.4 Confidential contract approval</u></p> <p><i>See confidential minutes</i></p>	Dir Bus and Fin
12.	<p>Regular Updates</p> <p><u>12.1 Safeguarding update</u> Trustees NOTED the previously circulated report and QUESTIONED aspects of the report – the Trust Safeguarding Lead was not available for the meeting and will be asked to report back to Trustees.</p> <p>Trustees DISCUSSED and APPROVED the use of the CAPH safeguarding policy each year when published, providing the Trust Safeguarding Lead ensures compliance.</p> <p>A Trustee with the responsibility for Safeguarding is needed for the next academic year.</p> <p><u>12.2 Health, Safety and Estates</u></p> <p>Trustees RECEIVED and NOTED the previously circulated report.</p>	Gov Lead Gov Lead
13.	<p>Scheme of Delegated Authority (SODA)</p> <p>Trustees RECEIVED the previously circulated SODA and NOTED the changes to the document, Trustees APPROVED the amended SODA.</p>	
14.	<p>Risk and Audit Committee report</p> <p>The chair of the committee was not in attendance at the meeting, the previous minutes will be circulated to all Trustees.</p>	
15.	<p>Policy review group</p> <p>Trustees APPROVED the recommendation from the Policy Review Group to adopt the following policies:</p> <ul style="list-style-type: none"> • Induction • Health and safety • Fire safety • SEND <p>The management of contractors policy will be deferred to the next meeting.</p>	

16.	<p>16.1 Schedule of meetings</p> <p>Trustees NOTED the previously circulated meeting schedule for the next academic year.</p> <p>16.2 Modern slavery statement</p> <p>Trustees APPROVED the previously circulated modern slavery statement for publication on the Trust website.</p>	
15.	<p>Any other business</p> <p>None.</p>	
16.	<p>Dates of next meeting</p> <p>Tuesday 11th October at 9.30am.</p>	