



TRUST BOARD – MINUTES

Minutes of the Board of Trustees held on Tuesday 25th January 2022 at 9.30am on Microsoft Teams.

Trustees: Mrs E Winser (Chair), Mrs A Firth (Vice Chair), Prof A Livingston, Mr S Cryer, Dr J Blunden (Chief Executive), Ms A Bull, Mr J Dunn, Mr A Venter and Mr J Green

Also Present: Mrs J Brinson (Director of Business and Finance), Mrs H Andrew (HR Director), Mrs B Couch (Governance Officer), Mr C Gould (Director of Education), Mrs J Woodhouse (Secondary Executive Headteacher) and Mrs J Harvey (Trust Safeguarding Lead).

Apologies: Mrs S Flack and Mr D Austin

Item	Decision	Action
1.	<p>Welcome, Introductions and Apologies</p> <p>The Chair welcomed all to the meeting, apologies were RECEIVED and ACCEPTED from Mrs S Flack and Mr D Austin.</p>	
2.	<p>Minutes</p> <p><u>2.1 Minutes of the meeting held on 8th December 2021</u></p> <p>The minutes of the meeting held on 8th December 2021 were ACCEPTED as a true and accurate record of proceedings and will be signed by the chair at the next opportunity.</p> <p><u>2.2 Confidential minutes of meeting held on 8th December 2021</u></p> <p>The confidential minutes of the meeting held on 8th December 2021 were ACCEPTED as a true and accurate record of proceedings and will be signed by the chair at the next opportunity.</p>	
3.	<p>Matters Arising</p> <p><u>Digital Transformation</u></p> <p>Trustees ASKED whether there was an update on the website provision and were INFORMED that the majority of primary schools will be going with eSchools for their websites.</p> <p><u>Union update</u></p> <p>Trustees ASKED if there has been further update from the unions with regards to the support staff pay award and were INFORMED that an agreement has yet to be made.</p> <p><u>Math Hub</u></p>	

	<p>Trustees ASKED how the work with the Maths hub is progressing and were INFORMED that the work is progressing well and there have been applications for the recently advertised administrator role. Conversations are continuing with the organisation running the maths hub to ensure smooth working practices.</p> <p><u>Health and Safety</u> Trustees were INFORMED that the members of the health and safety team are currently absent and the new apprentice is settling in well.</p> <p>See confidential minutes for matters arising from the confidential minutes of 8th December 2021.</p>	
4.	<p>Declaration of business and pecuniary interests</p> <p>The previously circulated register of interests was DISCUSSED, Trustees DECLARED no further interests.</p>	
5.	<p>Regular updates</p> <p><u>5.1 Safeguarding Update</u></p> <p>Trustees NOTED the previously circulated report and NOTED all but one issue has been addressed, this is concerning Mousehole and their website and will be completed as a matter of priority.</p> <p>A further safeguarding for Trustees training session will be organised, Trustees were URGED to ensure they attend this if they are not already fully safeguard trained. A further date will be circulated.</p> <p>The consultation for next year's update of KCSIE is open and the Trust Safeguarding lead is feeding into this process.</p>	Gov Officer
6.	<p>Chair's Business</p> <p>The Chair REPORTED to Trustees that a meeting between the Trust and Truro and Penwith College has taken place, this is part of the regular dialogue and was a successful catch up. The Articles of Association were discussed and the requirement to sign off on updated Articles before a funding agreement for the new school can be signed, this will be addressed when required.</p>	
7.	<p>Chief Executive Report to include risk management</p> <p>Trustees RECEIVED the previously circulated report and DISCUSSED the following highlights:</p> <p>Congratulations were EXPRESSED to Judy Brinson for her MAT Finance Leader of the Year award.</p> <p><u>Covid</u> Covid continues to create disruption for schools, cases are on the increase for a number of our schools. Where closure is needed, this is due to safeguarding from a lack of staffing available.</p> <p><u>Free School</u> Trustees were INFORMED a further meeting is due to take place soon, no further information is currently available.</p> <p><u>Peer Review Update</u></p>	

	<p>Trustees NOTED the previously circulated report and the following key issues:</p> <p>School leaders have faced many operational challenges in the Autumn term as a result of Covid.</p> <p>Attendance has been collected weekly and varied greatly with temporary closures of Blackwater, Alverton, Chacewater, Pensans, Nancledra, Newlyn, Mithian, Trewirgie schools due to cluster outbreaks.</p> <p>Sequencing of curriculum is a priority for all our schools currently alongside reading development.</p> <p>Continued focus is required on the Good schools just outside the OfSTED window as well the schools carrying an existing RI judgement.</p> <p>The Director of Education has attended a governors meeting of each school in the Trust.</p> <p>Trustees NOTED that 90% of the 26 primary schools within the Trust are likely to be OfSTED inspected in the next 2 years. A review of the school improvement team is taking place to ensure the right skills and capacity are available to support schools.</p>	
10.	<p>Secondary phase Spring Term report</p> <p>Trustees NOTED the previously circulated report and QUESTIONED the role of a general teacher – Trustees were INFORMED that these roles are for supply work within the schools to cover absence of teachers.</p> <p>Trustees DISCUSSED the 3 secondary schools – see confidential minutes.</p> <p>Trustees NOTED the Hayle ARB project is progressing well and is still on track to open in September 2022.</p>	
11.	<p>Admission arrangements 2023/24</p> <p>Trustees DISCUSSED the previously circulated report and QUESTIONED the different criteria and the need to meet local needs and differences.</p> <p>Following DISCUSSION, Trustees APPROVED the admissions arrangements 2023/24.</p>	
12.	<p>Financial Reports</p> <p><u>12.1 Management Accounts, Balance Sheet, Cashflow and KPI's – November 2021</u> Trustees NOTED the previously circulated reports and the position for the period ending 30th November 2021, the Balance Sheet, Cash Flow and school performance indicators.</p> <p>Trustees APPROVED the increase in the National Living Wage to £9.50, effective from 1st April 2022 and the application of an uplift of 0.5% to the pay points 2-5 with effect 1st April 2022 – this is to maintain a pay differential for these pay points.</p> <p><u>12.2 Capital update</u></p>	

	<p>Trustees APPROVED the 2021/22 Capital Allocation request for the Gulval School dry stone wall rebuild at a cost of £12,800</p> <p>Trustees NOTED the summary financial position of Capital for the Trust for the period ending 30th November 2021.</p> <p>Trustees were INFORMED that an additional 300 ipads have been secured for the Trust from the government.</p>	
<p>13.</p>	<p>Working party updates</p> <p><u>13.1 Policy Review Group</u></p> <p>Trustees were INFORMED that the policy review group have recently met, following thorough discussion and review the following policies are RECOMMENDED to the full board for adoption:</p> <ul style="list-style-type: none"> • Recruitment • Complaints <p>Trustees THANKED the Trustees who form the policy review group and APPROVED the above named policies.</p> <p><u>13.2 Curriculum Review Group</u></p> <p>Trustees were INFORMED that this group had met for their first meeting and feedback will be given to Trustees at the development day on 10th February.</p>	
<p>14.</p>	<p>Any other business</p> <p><u>Nanchedra term dates</u></p> <p>As per the SODA, Trustees were ASKED to APPROVE the slight change in terms dates for Nanchedra – finishing on 20th December and starting the Spring Term from Thursday 5th January 2023. Trustees APPROVED this change and INDICATED this change would be acceptable if other schools wished to do this.</p>	
<p>15.</p>	<p>Date of Next Meetings</p> <p>Trustee Development day – Thursday 10th February 2022</p> <p>AGM and Trust Board meeting – Wednesday 23rd March 2022</p>	