



MINUTES OF THE MEETING OF THE ACADEMY TRUST

Wednesday 22 September 2021 at 8.00 pm

Venue: Canteen, Farnbridge Road

Present:

Mr J Everard	(JE)	Member
Mr M Howell	(MH)	Member
Mr P Nagle	(PN)	Member
Mr C Wakefield	(CW)	Executive Principal

In attendance:

Mrs K Redmond	(KR)	Clerk to Academy Trust
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Apologies:

Mrs C Whitaker	(CDW)	Member
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This group was quorate for the purpose of resolutions

Item	Topic	Minute
1.	Welcome and apologies for absence	Noted.
2.	Election of Chair and Vice-Chair	The Members AGREED to appoint PN as Chair and MH as Vice-Chair of the Academy Trust. PN nominated by JE, seconded by MH and AGREED unanimously. MH nominated by JE, seconded by PN and AGREED unanimously.
3.	Minutes of the meeting held on 13 July 2021	The minutes of the meeting held on 13 July 2021 were AGREED unanimously, as a true record.
4.	Matters Arising	There were no matters arising not covered by the agenda.
5.	Declaration of Business Interests	There were no new declarations of business interests and no Member recorded any conflict of interest with the items on the agenda or the receipt or giving of any gifts or hospitality since the last meeting. Members NOTED the requirement to complete an annual return.
6.	Board of Trustees: to receive minutes of meeting held on 13 July 2021	Members RECEIVED and NOTED the minutes of the Board of Trustees meeting held on 13 July 2021.

7.	Review committee structures/ membership	Members discussed the current structure and PN AGREED to review and circulate any proposed changes.
8.	New Trustee Recruitment and Succession Plan	PN AGREED to review the wording of the succession plan and to consider the outcomes of the annual skills audit by Trustees to identify skills gaps most likely around legal and communication.
9.	Academy Trust Handbook	<p>Members NOTED the key changes to the Academies Financial Handbook, which is now known as the Academy Trust Handbook, and in particular the roles and responsibilities and financial requirements which require action.</p> <p>Members also NOTED the Foreword by Baroness Berridge in which she states “<i>My aspiration is for all schools to have this support and to thrive by being part of a confident and successful multi-academy trust.</i>”</p> <p>Members NOTED the strong preference set out in the Handbook for the majority of Members to not also be Trustees, however the relevancy and difficulty in achieving this in a Single Academy Trust would require on-going consideration.</p> <p>Members NOTED that the Director of Finance & Premises and the Responsible Officer will review the key changes within the report to provide a gap analysis to the Board of Trustees’ Finance & Premises Committee on 6 October.</p>
10.	Any Other Business	There were no items of other business.
11.	Date of next meeting	<p>Members NOTED the schedule for 2021/22:</p> <p>AGM – 8 December 2021 23 March 2022 13 July 2022</p>

Meeting closed at 8.40 pm

Actions

Date of Meeting/ Item number	Topic	Minute
13.07.21 – item 8 and 22.09.21 item 7	Committee structures/membership	PN to consult with Trustees regarding their preferences from September 2021.
22.09.21 – item 8	Succession Plan and Skills Audit	PN to review the wording of the succession plan and to consider the outcomes of the annual skills audit by Trustees to identify skills gaps most likely around legal and communication.