



Minutes of the Board of Trustees Meeting

Held 14 July 2022 via Zoom

1600 - 1800

TRUSTEES IN ATTENDANCE

Dr Clive Grace (CG) Trustee & Chair of the Board
 Mrs. Carole Burgoyne (CB) Trustee & Co Vice Chair
 Dr Karen Deeny (KD) Trustee & Co Vice Chair
 Mrs. Geraldine Herage (GH) Trustee
 Mr. Graham Oliver (GO) Trustee

ALSO IN ATTENDANCE:

Mr. Matthew Barnes (MBa) CEO
 Mr. Matt Bindon (MBi) Headteacher
 Ms. Kathryn Halford (KH) Trustee designate/observer
 Mr. Andrew Hardingham (AH) Interim Chief Finance Officer
 Mrs. Sandra Harris (SH) Chief Governance & Operations Officer
 Mrs. Hannah Smart (HS) Headteacher (joined the meeting at 1629)
 Miss Sophie Turner (ST) Interim Executive Assistant

APOLOGIES:

Mr. Peter McDonnell (PM) Trustee
 Dr Tim Searle (TS) Trustee

Minute No.	Agenda Item	Action
1.	WELCOME, ATTENDANCE AND APOLOGIES CG opened the meeting and welcomed all in attendance. Specific introductions were made to Kathryn Halford. Apologies for absence were received, and accepted, from PM and TS. The meeting was confirmed as quorate.	
2.	DECLARATIONS OF ANY CONFLICTS/BUSINESS INTERESTS Declarations of interested were sought and none declared. Dr Karen Deeny has taken up an NHS non-director role. Details to be sent to SH to update the Register.	SH
3.	MINUTES OF LAST MEETING HELD 11 MAY 2022 AND MATTERS ARISING The minutes of the meeting held on 11 May 2022 were agreed as a true and accurate record.	

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	<p>Review of Action Tracker: No specific issues required highlighting on the Action Tracker as urgent items were on the agenda for the meeting or for the September Board meeting.</p>	
	<p>For Decision</p>	
<p>4.</p>	<p>CEO UPDATE REPORT</p> <p>MBA presented the key aspects contained within his report to the Board and took questions thereon: Specific points included:</p> <ul style="list-style-type: none"> • In terms of the data presented, Trustees specific queries were responded to. It was suggested that a discussion on levelling up approaches and funding be held at the next meeting of the Education & Outcomes Committee. • There remained concerns on the accuracy of data within Arbor. MBA/MBI were meeting with Arbor to focus on the requirements of the Trust with a view to developing confidence in the platform and data held. and how these can best be met. • It was confirmed that the TCaF Bid had been submitted, the detail of which would be covered later in the meeting • Leadership at Courtlands: The interim executive arrangements would continue for the next academic year. CG acknowledged the contribution and commitment of HS and the school leadership team, and developments made in such a short space of time. The chair undertook to directly convey the thanks and appreciation of the Board to the team. • Safeguarding visits had been carried out with no areas of concern. • Mount Tamar: Matthew Main (RSC lead) had called a meeting involving TFT and PCC, to monitor progress, and additional information was being released to enable the due diligence process. MBI and his team had been active in supporting the school, engaging all the middle/senior leaders to the relevant MT areas. Safeguarding meetings, trips, visits, careers advice had all taken place, with professional support being offered to MT staff. A report on the outcomes of the due diligence exercise would be submitted to Trustees in September. • PCC AP: the PCC AP remodeling paper had been postponed until September. MBA was progressing the requirement to have a current signed contract in place. • White and Green papers: the CEO was finalizing the responses and would agree these in consultation with the Chair. • LA SEND: The LA SEND Inspection consultation process was open and MBA asked for initial comments and responses. MBA would submit a draft response to the September Board meeting. • Governance at local level: An update on the CPGs implementation was given by MBI and HS. At ACE Plymouth, the local governors would be visiting sites and feeding back to the CPG meetings. Tiverton CPG was functioning and on track. Additional work was required to implement the CPG at Courtlands. The Board requested the CEO to present a report in due course on the various LGB models and recommendation in respect of the Trust, to take this forward. 	

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	<p>The Board thanked AH for his update and agreed to consider the updated report at the Special Meeting on 25 July.</p> <p>Budget 22/23 & BFR3Y – As the Board was aware, a balanced budget needed to be set before year end. The BFR3Y needed to be submitted to ESFA by 26 July 2022. MBA noted that there may be some scope to recover the capital costs associated with the two new moves to Redruth and Bodmin although this was not certain. A 3-year budget had been submitted to Finance a& Audit Committee, which shows the movement from a £350k surplus to a deficit and how this was caused. The latest paper needed to be prepared for consideration by the Board. It was agreed that this set out the position clearly and be considered at a Special meeting on 25th July.</p> <p>The Board agreed that the Budget report be circulated the following week with a view to any specific queries to be raised and the Board to meet again on 25th July to consider and, if appropriate, approve the Budget.</p>	<p>AH</p> <p>AH</p>
7.	<p>TRUSTEE RECRUITMENT</p> <p>The Board agreed to the resolution being put to the Members’ Meeting on 26th July seeking appointment of Kathryn Halford as a Trustee. The onboarding process was subject to that decision and ongoing.</p>	SH
8.	<p>TRUST RISK REGISTER</p> <p>The Corporate Trust wide Risk Register was reviewed at the Board meeting held in May. Since that time, the Heads had revised the School specific Risk Registers. These needed to be aligned with the Trust wide register and presented back to the Board for final consideration.</p> <p>The Board noted the School risk registers and agreed the updated Trust wide Register would be reviewed in detail at September Board meeting.</p>	SH
	For Monitoring/Approval	
9.	<p>COMMITTEE FEEDBACK</p> <ul style="list-style-type: none"> • Safeguarding & Wellbeing – CB provided an overview of the recent S&W meeting • Mount Tamar – MBA had covered the latest position in relation to MT earlier in the Board meeting which included the work of the Committee • Education & Outcomes – GH provided an overview of the recent E&O meeting • Finance & Audit – GO provided an overview of the F&A Meeting held the previous day. <p>CG thanked the Chairs for their summaries and noted that minutes would be circulated in due course.</p>	
10.	<p>DECLARATION OF INTEREST FORM</p> <p>To ensure compliance and transparency, the DOI form had been updated to include Trustees, Members, CPG members and all Exec Team members. This will be brought back in its entirety and reviewed again in September and each</p>	SH

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	Board meeting thereafter. Trustees were requested to advise SH of any changes or additions required at this stage.	
	AOB	
11.	<p>PAPERS TO TRUST MEMBERS It was agreed that the CEO's report to be circulated to Members, along with the Dear Accounting Officer letter. A verbal update on the Budget would be given at the Members meeting scheduled for 26 July.</p> <p>TFT NETWORK OPTIONS The CEO referred to options available to the Trust in relation to its network overall and especially in relation to the Cornwall sites. It was agreed that MBA prepare a paper for consideration at eh Board meeting to be held 25 July.</p> <p>STAFF TRAVEL COSTS MBI raised the issue of the rising fuel costs and the impact on staff who were required to travel. IT was agreed that MBA consider the policy and any implications of revising milage rates, or alternative options available to support staff.</p>	<p>ST</p> <p>MBA/SH</p> <p>MBA</p>
	Date of next meeting	
	16 September 2022 (preceded by Board dinner on 15 September 2022)	

Meeting closed 1808



Approved by:

Date of Approval:16th September 2022.....