

Minutes of a Trust Board meeting held on Thursday 3rd October 2024 at 8am at online via Teams

Present		In attendance		Apologies	
Maria Ashurst (Chair of Trustees)	MA	Matthew Symonds (Chief Financial Officer)	MS	Jane McFall (Vice Chair of Trustees)	JM
Adrian Massey (Chief Executive)	AM	Julia Stoneman (Clerk to the Board)	Clerk		
Nick Hart	NH				
Sally Crabb	SC				
Judith Goodchild	JG				

Acronyms:	
GAG – General Annual Grant	KCSIE – Keeping Children Safe in Education
SRMA – School Resource Management Advisor	CIF – Condition Improvement Fund
ESFA – Education and Skills Funding Agency	DFC – Devolved Formula Capital
UISFM – Universal Infant Free School Meals	LGPS – Local Government Pension Scheme
PA – Persistent Absence	DSL – Designated Safeguarding Lead
ATH – Academy Trust Handbook	EWO – Educational Welfare Officer
ARB – Area Resource Base	AP – Alternative Provision
	ARE - Age Related Expectations

		Action
1. Welcome and apologies for absence	Apologies were received and accepted from Jane McFall.	
2. Opportunity to declare an additional conflict of interests	The clerk had circulated new forms in July and will chase up any missing ones. The current register of interests was circulated and there were no changes.	
3. To confirm the governance code of conduct	Trustees confirmed that they had received the code of conduct. All agreed to abide by it. It was noted that it needs to be shared at the first governor hub meetings and will be discussed at the next chairs' meeting, to ensure that all are aware of it.	1 Clerk
4. Safeguarding	Trustees confirmed that they had received KCSIE 2024 and that they had read and understood part 2: the management of safeguarding. A document with the changes had also been circulated. Trustees were reminded to watch the safeguarding training on the portal. Trustees approved the Child Protection and Safeguarding Policy 2024-25, which had been previously circulated.	
5. Minutes of the last meeting	The minutes of the meeting held on 27 th June were taken as a true and accurate record of proceedings.	
6. Any matters arising	The clerk to circulate the latest guidance on the trustee role from the NGA and this will be discussed at the next meeting.	
7. Finance update	Trustees discussed the P12 report which had been previously circulated. <i>See appendix.</i>	
8. CE Report	Trustees confirmed that they had received the CE report, Trust Development Plan and data report. <i>See appendix.</i>	
9. Policies/documents for approval	Trustees approved the following policies/documents, which had been previously circulated: <ul style="list-style-type: none"> ○ Stakeholder Engagement Model ○ Admission Arrangements 2026/27 ○ Whistleblowing Policy ○ Risk Management ○ Complaints Procedure ○ Data Protection Policy ○ Teachers Pay Policy ○ Support Staff Pay Policy 	

	<i>See appendix.</i>	
10. Governance matters	<i>See appendix.</i>	
In order to evidence that trustees are providing challenge to the leaders these questions are highlighted in the minutes		

The meeting was closed at 9.40am