

AGM Minutes: Members and Directors

10 December 2021 8am at Richard Crosse and via Google Meet

Attendees : Mrs C Gethin (CG) (CEO), Mr C Hopkins (CHo) (Chair of Members), Rev J Brading (JB) (Member), Rev S Davis (SD) (Member), Mr M Welton (MW) (Proxy for Ms C Shaw), Mrs H Bowman (HB) (Chair of Directors), Mr K Borg (KB) (Director), Mr C Bradshaw-Smith (CBS) (Director), Mr P Halifax (PH) (Vice-Chair of Directors), Ms S Cole (SCo) (Finance Manager), Mrs J Bowman (JBo) (Business Operations Manager)

Clerk: Mrs A Howard (AH)

RC: Richard Crosse

SM: St Mary's

HP: Howard Primary

AS: Anson School

HT: Headteacher

SEF: Self Evaluation Form

SIAMS: Statutory Inspection of Anglican and Methodist Schools

1. **Welcome, Prayer** - CHo welcomed everyone to the meeting, introducing himself and JB, MW and KB; JB led the prayer.
2. **Apologies** - Mr D Grewer (DG) (Member), Ms C Shaw (CS) (Member) (appointed MW to attend AGM), Mrs S Cockayne (SC) (Director), Mrs M Havelock-Crozier (MHC) (Vice-Chair of Directors), Mrs C Humphries (CH) (Director)
3. **Pecuniary Interest** - Members and Directors present confirmed there were no changes to their Pecuniary Interest declarations. CS and DG have yet to make their annual declaration. JB advised Members of his connections as Rector with two primary schools in the John Taylor MAT.
4. **Minutes of the last AGM** - The minutes of the last AGM of 11 December 2020 were approved and signed by CHo.
5. **Matters arising** - There were no matters arising.
6. **Directors'/Trustees' Report and Accounts** - The Trustees' and Auditors' reports had been emailed to Members and Directors before the meeting.
SCo reported that it had been a really positive year financially. There was a £356k actuarial loss on the pension scheme, but that was in line with what the Auditors expected. The surplus for the year of £62k was slightly less than planned, but more or less in line with the budget. The balance of reserves was £267k, with £473k cash balance.
The auditors found nothing significant to report, with two minor items relating to stock write-off and an invoice; they reported two minor internal issues, both of which have been rectified, relating to two credit card receipts and some non-signing of historical contracts. SCo was pleased to inform Members and Directors that there were no major issues to note.
CBS noted that the figures presented now were solid, as, with the adoption of the Xero accounting package, any issues are sorted at the time.
7. **Approval of Trust Annual Report and Accounts for the period 1 September 2020 - 31 August 2021**
The Report and Accounts were formally and unanimously approved by Members and Directors. They will be signed electronically by HB and CG.

CHo thanked SCo particularly and all the staff involved in preparing the accounts, helping to keep the Trust financially buoyant.

8. **CEO Report** - This report had already been sent out to Members and Directors for consideration. CG asked for questions relating to the report and CHo asked how she had found her first term at TSSMAT as CEO. CG replied that she had received a wonderfully warm welcome, with the HTs, Directors and staff being very supportive and helpful. Some changes had been made to Health and Safety and Safeguarding and work is ongoing on the IT strategy. CG has spent a lot of time in the four schools and conducted formal reviews of schools, together with HT performance reviews. She has been involved with the children and feels she has got to know the staff and children well. CG feels settled, happy and challenged in her new role.

CHo was reassured to hear this and HB commented on how much CG has achieved in her first term, starting a number of balls rolling in different areas.

CG agreed that she needs to prioritise, but has used the skills from her previous role as Executive Head and is exploring the role structures of HTs, Finance and Business Managers.

CHo asked how prepared the Trust schools were for Ofsted, as RC and AS, as outstanding schools, have not been inspected for 10 years and SM and TH could have smaller inspections, having been inspected in 2018. CG reported that the government plans to reduce the number of outstanding schools; she is keen to review the Middle Leadership roles in the light of the new framework and raised expectations. CG has had two meetings with HTs to review the SEFs under the new inspection framework.

MW confirmed that there are likely to be fewer schools receiving outstanding SIAMS reports.

KB asked what the Trust could learn from the recent experience of a school deciding to join another Trust rather than TSSMAT. CG and HB agreed that the main factors in that case were the politics between the governors and HT at the school, the school's view that the TSSMAT offer was more expensive and, although the school appreciated the presentation by TSSMAT, the decision that the other Trust had more capacity.

9. **Members/Directors eligible for re-appointment** - Rev Jeremy Brading was approved and welcomed as Member; his initial term of office will end December 2026. All other Members' terms of office go up to 2023. Kevin Borg has been appointed as Director in November; there is one further vacancy on the Board of Directors and a couple of people are being approached - skill sets including legal, estates and Health and Safety would be welcomed.

10. **Any other business** - CG expressed her thanks to the senior leaders in the schools, together with all the staff and children, for all their hard work during the challenging times of the Covid pandemic. She also said how lucky she was to have SCo and JBo as Finance and Business Managers; she was really grateful to them for their hard work and support.

CBS said how useful it was to receive the CEO's report and other reports before the meetings.

CHo as Chair of the Members expressed his gratitude to HTs, staff, students and everyone who have contributed to the school community during this difficult year and also during this gruelling term. He also passed on his formal thanks to the previous CEO, Paul Lovern, whose work during the first two terms of 2021 form part of the report since the last AGM. CHo also thanked the Members and Directors, whose work is often behind the scenes but is essential for good governance, particularly the Chair of Directors, HB, who has worked so hard and supported CG as new CEO. CHo considers that TSSMAT is in good shape. He concluded by wishing everyone a Happy Christmas and a happy and healthy year in 2022.

Signed.....

Date

Colin Hopkins - Chair of Members