

Minutes of Directors' Budget Meeting 10 April 2019 4pm

Attendees : Mr P Lovern (PL) (Executive Head), Mrs H Bowman (HB) (Chair of Directors), Mr P Halifax (PH) (Vice-Chair of Directors), Mrs A Hodgson (AHod) (Director of Business Operations), Mrs C Humphries (CH) (Director), Mrs J Smith (JS) (Director), Mr G Wood (GW) (Director)
Clerk: Mrs A Howard (AH)

RC: Richard Crosse
SM: St Mary's
TH: The Howard

TA: Teaching Assistant
SENCO: Special Educational Needs Co-ordinator
MFL: Modern Foreign Languages
EFA: Education Funding Agency

1. **Welcome, Prayer** - HB welcomed everyone to the meeting and PL led the prayer.
2. **Apologies** - Mrs M Havelock-Crozier (MHC) (Vice-Chair of Directors). AH will update the attendance register.
3. **Pecuniary Interest** - Directors confirmed that there were no changes to pecuniary interest declarations.
4. **Minutes of last meetings** - The minutes of the meeting held on 15.3.19 were agreed as a true copy by Directors; these were signed by HB. There were no confidential items.
5. **Chair's Power to Act** - PL reported that Anson's Board was concerned that, due to the proposed top slice of 5%, the school was in a worse financial position than before joining TSSMAT. After discussion with PL and AHod, HB agreed that the top slice for this year only would be reduced to 4% (from £22,000 to £18,000).
6. **Staffing** - *Confidential*
7. **Catering** - The present Catering Manager at RC will leave on 29 April and an advert has been placed for this position, closing date 29.4.19. Contingency plans will be in place to cover the time until a replacement has been appointed.
8. **Finance** - *Confidential Item*
To answer queries raised at the last Directors' meeting, PL presented the figures confirming that teaching hours meet the required 1265 hours total for the year. Directors agreed that the summer term in 2021 will finish on Friday 16 July 2021.
Budget 2019-2020 - *Confidential Item*
PL gave an update on debts, Directors agreed on the disposal of old computers and white goods; Directors noted the ESFA letter to the Academy Trust; HB approved PL's travel expenses.
9. **Governance** - PL asked whether a TSSMAT Director wished to be appointed as Director on the Anson Board: they meet once or twice a term, on a Wednesday 5-7pm. PL could be a Director, but felt it more appropriate that he is present at the meetings as an Adviser. Directors are asked to let PL know if they are interested.
GW will be leaving TSSMAT Board of Directors on 31 July; two names have been put forward to fill the two spaces on the Board.
10. **Complaints** - PL updated Directors on the further complaints made by a parent.
11. **Any Other Business** - PH suggested that Directors could meet 10 minutes early before the next meeting (10 May) to have a look at the new classroom. The dates of the next meetings are given below.

Dates of next meetings –

Directors meetings

10 May 8am (meet at 7.50am - see Item 11 above)

14 June 8am

5 July (with Members) (please note new date) 8am

Members meetings

5 July (with Directors) (please note new date) 8am

LAG meetings

1 July 4pm at SM

Signed..... Date

Heather Bowman – Chair of Directors

Item	Action to be taken	Action by whom	Action by when
9	To become a Director on the Board at Anson School	Directors to consider and inform PL	10/5/19
10	Confidential Item		
11	Meet 10 minutes early to view new classroom	Directors	10/5/19