

Documents circulated prior to the meeting	<p>Minutes from previous meeting</p> <ul style="list-style-type: none"> 📄 FINAL RE WORKED Directors meeting minutes 26.1.24 📄 FINAL Confidential RE WORKED Directors meeting minutes 26.1.24 <p>Finance - report distributed</p> <ul style="list-style-type: none"> 📄 CEO joint report to Directors and CAS 19.4.24 and 26.4.24.docx.pdf <p>Proposed Term Dates 2025/26</p>
Attendees	<p>Charles Bradshaw Smith - Director (via video link google meet) Shanie Cole - Finance Manager (via video link google meet) Jacqui Bowman - Business Manager (via video link google meet), Nicola Saint - Clerk (via video link google meet)</p> <p>Peter Halifax - Director & Chair, Caroline Humphries - Director (via video link google meet), Angela Burns - Director, Mel Havelock-Crozier - Director, Becci Breedon - Director, Charlene Gethin - CEO.</p>

	Agenda Item Title	Minutes
1	Prayer	KB opened with a prayer.
2	Membership	N/A for this meeting.
3	Apologies	Sue Cockayne.
4	Pecuniary Interest, Statements of Assurance	CBS closed a company, JB advised to email info to NS / JB.
5	Minutes from previous meeting Actions from previous meeting	<p>Chair asked Directors if the previous minutes were agreed to be true, accurate and fair and all agreed to this of the previous minutes.</p> <p>Any actions from the previous meeting (as listed below) are all completed or carried forward, as discussed.</p> <p>Chair requested that any points which are found to be confidential are to be highlighted as so in discussion and minuted in accordance.</p> <p>Approved and signed physical copy.</p> <p>Action 6. CG confirmed numbers work on going CG/JB.</p> <p>Action 7. Finance - high interest account, savings interest rates given in the interim. Ongoing but remove from actions.</p> <p>AB comments you can challenge length of time of opening account, SCo confirms bank will back date. Closed.</p> <p>Action 7. Risk assessment Anson closed.</p> <p>Action 7 Away day action ongoing (change date) central team running costs.</p> <p>Action 7. Land registry / LA retained land, closed.</p> <p>Action 11. Long service award, need to talk through and suggest September onwards, checking long service is ongoing. Add to the next FAR meeting.</p>
6	Feedback from curriculum and standards committee and any points from CEO report on Outcomes - School Standards / Teaching and Learning / Curriculum /	<p>CEO report</p> <p><i>PH led with Ofsted and themed questions, nursery TA/ curriculum, SEN paperwork.</i></p> <p>CG confirmed nursery specific to The Howard, on site offer vs local nursery collaboration, long term business plan to consider and locality (take into account potential for feeder from nursery to school.)</p> <p>CG gives detail of Ofsted input for each school in nursery and early years, and detail of new join schools. Trust work, exciting.</p> <p><i>CBS questioned, opportunity, locality of the nursery and partnerships for nursery feed to the school as a possibility?</i></p> <p><i>KB commented on the beauty of long term growth, blueprint of process and use this across Trust.</i></p>

	<p>Quality of education / Attendance / Behaviour and Attitudes / Personal development / Christian Distinctiveness / general school context</p>	<p>CG continued TA teaching and split discussed, teaching methods discussed, Trust work across all and Heads continue to work on this.</p> <p><i>PH continued with environment and small wins and solutions, CG confirmed checks and balances, benefits outweigh the negatives, however learning is taken on board. Delivery of curriculum, strong, more risks to be taken, understandable Ofsted is a nervous time. All Directors confirmed smaller schools' intensity is greater.</i></p> <p>Real sense of progress across the Trust, exciting joining of The Mease, changes and moving forward. Plan is stretched over time. Curriculum, plan of metacognition next steps, activity based, mind mapping links of learning, deliver training across the Trust.</p> <p><i>PH commented on Chairs of the LGCs and that they did really well, under the questioning of Ofsted. KB commented further on the actual inspection.</i></p> <p><i>PH commented on prep that can be done for Ofsted with Chairs, CG commented on a great idea but timewise / nearer to time as we have another window of a few years.</i></p> <p><i>CBS questioned marketing from attainment and progress in the reports that can be shared, green and gold suggestions. Action - table / results on website to pop up, headlines. CG to put on the next CEO report (across all schools results)</i></p> <p><i>All joined in agreement for summary after for Ofsted, consolidation, reflection and now teasing out, all learning shared across the Trust, keep the momentum going.</i></p> <p>CG confirmed staff are really positive and already starting to change / tweak.</p> <p><i>KB would like all Ofsted points and Trust drives to be on C&S agenda each time and progress. Action.</i></p> <p>CG gives details of like for like Trusts nationally, really positive data, exceptional, joint 2nd for the Trusts size, CG to action a way to find to share these points / data. Action.</p> <p>Conversation continued around the marketing and signage of school and the positive impacts, to minute.</p> <p><i>CBS confirmed the PTA and LGC at RC work together, across Trust potential blueprint to roll out.</i></p> <p>CG confirmed The Howard is a small family feel school, but normal class sizes, in relation to admissions.</p> <p><i>BB commented on the long term and ongoing next level of schooling positives.</i></p>
7	<p>Finance</p> <p>Relevant CEO sections</p> <p>Risk management</p> <p>Data protection</p>	<p><u>SC led management account update / finance conversation / CG conversation also as part of headlines.</u></p> <p>P6 upto date, headlines of figures given on surplus, and ahead of budget. Outturn for end of year adjusted for any variances, detail on year end budget better than predicted figures given.</p> <p>Backdated SEN funding info given, donations and insurance income.</p> <p>Staffing costs given vs budget. Support staff costs, due to additional TA hours. Non staffing expenditure, premises costs detail given.</p> <p>Overall reserves given, healthy balance.</p> <p><i>CBS questioned over budget costs support staff costs, one off or ongoing? SCo confirmed detail behind this offset vs SEN budget income.</i></p> <p>CIF bid not successful, detail given nationally vs Trust.</p> <p><i>BB questioned feedback given in detail per school on declined bid, or can we feedback to CIF? SCo confirmed the threshold feedback and specific to school, appealing you can draw attention to information given that may have been missed.</i></p> <p>CG confirmed detail of Trust vs larger Trusts, information to gather to put forward as a potential pushback. Public money and how public money is used. Support needed for wording.</p> <p><i>CBS confirmed potential information he has that could support.</i></p> <p><i>KB questioned the previous success rate of CIF at Trust level detail? SCo confirmed 2 successful bids. Heating systems could be in support of this due to the drive (potentially,) environment etc. CG continued detail on the pointed system. CBS asked if more financial data related to pupil numbers can be shared? CG can find out this detail, reinforced ideal for planned replacement.</i></p> <p>SCo finalised input with current bank statement and cash balance healthy.</p> <p>CBS probed around KPI details of Teacher FTE amount. SCo confirmed up to P6, not annual salary, <i>CBS suggested full year costs, should we also add the admission / pupil intake in year numbers too?</i> To add to report going forward action.</p> <p><i>KB probed the static amount of reserve, SCo confirmed, and interest rates given. CBS queried around Xero on transfer / between accounts internally, SCo confirmed procedure is in place. SCo and CG note to minute one signatory for transferring between our own Trust funds within the same bank.</i></p>

		<p>CG comments on the workload by JB / SCo which is further extended at this time, and gratitude to them as always from all!</p> <p>CG confirmed TCAF bid, growth fund is underway for £250,000K further detail to follow.</p> <p>Risk management - IT from the last meeting added to the risk register.</p> <p>Data protection - update ahead of the next meeting / report to follow. Caroline comments comply with timeframe and minimum, JB confirmed what has been shared and what is now in the system. JB continued conversation regarding staff and governors at Anson around the above point.</p> <p>CG risk of consultation period and add to risk register.</p>
8	People Development and Management Includes: Human Resources, Recruitment and Retention, CPD, Capacity and Succession planning, Wellbeing, Partnerships	<p>CG led conversation around the business case and feedback that has been sent in from the parents, answering questions and working through this currently to send out by Friday 26th April.</p> <p>Convene a panel and an appeals committee. Dates given to all. Detail given 4 COGs plus 3 members from the board. Board across the whole time slot and then COGs have time slots. Committee decided at the end without the COGs for the mid point review due to staffing discussions. Opportunity to give a proposal back / present and comment on the consultation that is there and to make a recommendation to counter the proposal and further financial recommendations / alternative solutions.</p> <p><i>CH commented on the interim meeting and reasons behind</i>, JB went back with detail behind this. CG confirmed details of the following meeting wc 22/4. JB confirmed in detail that the union rep information / advice was put forward regarding redundancy and the impacts, <i>CH continued with detail around this and recommendations given</i>. Contact Staffordshire pensions SCo (CH and SCo speak separately outside of the meeting) CG wraps up conversation and all decide on an interim meeting with core committee, review information and decide whether to change proposal / measure (at this point). <i>CH goes on to give further detail around each meeting and recommendation and skill set for balance</i>.</p> <p>Panel date change (agreed 3 on each panel) 29th April 3PM. Set further panel on that day. CG gives thanks to all, done with integrity and vision and our values. SCo to cost a split measure action. Pensions , payroll and CH support to do this. <i>AB questioned delaying?</i> JB gave detail around having looked at this previously. <i>CBS commented on risk analysis. KB commented on the advantage of doing the working split upfront and detail</i>.</p>
9	Organisational Development and Management / Vision, Culture Ethos / Christian Distinctiveness / Growth	<p>Growth conversation led by CG.</p> <p><i>CBS questioned strategy and focus, inspired by 10 schools. Is that still the case?</i> CG confirmed the grant to convert / Academise to be taken away from Sept 25, only can access the grant is 3 schools join at once. We have 3 schools who, whilst will bring positives, need significant support without and change to our model so, unless fortuitous, we will have a period of consolidation and pause.</p>
10	Leadership Development and management (Leadership and Governance)	<p>Need to reset roles and responsibilities titles soon. Agreed BB to be curriculum and standards. CG to circulate update.</p> <p><i>CBS questioned FAR responsibility as he will be leaving potentially soon. AB potential to step into this title.</i> CG confirmed a heavier shadow for the next FAR.</p>
11	Policy Updates	As discussed above.
12	Review information / recommendations from LGCs to the board. See CEO report:	<p>-Recommendation for assurances that Directors have looked at ramifications for the business case. Directors give assurance that we have looked at all risks.</p> <p><i>CBS commented on the financial meeting between him / SCo and take feedback and then make a decision on financials presenting to LGC.</i></p> <p>-Governors asked to be part of decisions and consultation process along with communications channels, conversation continued around historic roles of Governors and maintained schools. Currently the decision was made within the central Trust / Heads, on the staffing structure, along with the board. Discussion continued in reference to the Government funding budget. Ideas discussed for further ways to communicate. They had more involvement than most trust strategies.</p>
13	Reflection - What have we achieved	-Reflect on the business case process and how to plan / mock up a blue print for future (not for now)

	in this meeting that will improve outcomes for the staff and learners in our Trust?	-CIF out come -Business case scrutinised -LGC reflections -Communication -Ofsted -Curriculum -Financial scrutiny -Risk register / Scheme of delegation
14	Any other business	Pupil meal costs, conversation by all decided to keep meal costs the same and share as part of consultation feedback / news.

Signed..... Date

Actions arising

Item	Action to be taken	Action by whom	Action by when
6 (CEO update)	CG action, need to look at running the central team on proposed new model of central team taking into account new join schools, discuss with Directors, ongoing.	CG	When new schools join to give financial capacity - or if TCAF comes in.
6 (CEO update)	Long service award, need to talk through and suggest September onwards, checking long service is ongoing. Add to the next FAR meeting.	CG	Nexxt FAR/ Directors
6 (CEO update)	<i>CBS led with suggestions for marketing from the Ofsted reports that can be shared, green and gold suggestions.</i> Attainment and profess, Action - table or results on website to pop up, headlines. CG to put on the next CEO report (across all schools results.)	CG	ASAP
7 (Finance)	<i>CBS questioned should we also add the admission / pupil intake in year numbers to the finance report?</i> Also add FTE teacher salary full year (not just up to period xx) to report. To add to report going forward action.	SCo	ASAP
8 (People / HR management) Business case	<i>SCo to add a split measure to the business case ahead of committees.</i>	SCo	ASAP