

THE MAST ACADEMY TRUST



Meeting	Venue	Time	Date
Statutory accounts approval	Vide Conference	5pm	Thursday 21 st January 2021

Company ID	10357163
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Start of meeting	17:01
Close of meeting	18:00

Present		In attendance	
Name	Role	Name	Role
Martyn Jones	Chair of Trustees	Melanie Humphreys	Clerk
Christine Pickavance	Member	Jason Field	CFO
Peter Laurence	Member	Natasha Greenough	CEO
David Webster	Trustee	Shaun Mullins	Audit & advisor partner
Philip Marshall	Trustee	Louise Allison	Auditor
Richard Sowerby	Trustee	Sorrel Hellewell	Clerk Apprentice
Rosamond Roughton	Member		
Anthony Wilkinson	Trustee		

<p>1 Apologies for absence, consent</p>	<p>Introductions were completed by everyone in the room.</p> <p>RESOLVED: Apologies for absence had been received from:</p> <ul style="list-style-type: none"> • Mrs Nichola Thorpe • Mrs Liz Godman <p>Mr Wilkinson would arrive at 5.30pm</p>
<p>2 Notification of items to be brought up under Any Other Business</p>	<p>RESOLVED: There were no items declared under any other business.</p>
<p>3 Declarations of interest relating to any agenda item</p>	<p>RESOLVED: There were no declarations of interest</p>
<p>4 Presentation and approval of Statutory Accounts</p>	<p>The following reports had been provided to Members and Trustees and advance of the meeting for consideration:</p> <ul style="list-style-type: none"> • Mast 2019/20 Internal Scrutiny Final report (ISSUED) • Mast Academy Trust - ACR – Signed • Stat accounts version 4.0 final draft <p>Mazars provided highlights and key points of the audit completion report. (Mast Academy Trust - ACR – Signed)</p> <p>Identified as outstanding completion from the ACR:</p> <ul style="list-style-type: none"> • IT controls and testing • Pensions figure and information provided by the actuary <p>It was noted the pension's deficit is based on various assumptions, the investigation will be concluded before signatures are required.</p> <p><u>Highlights and key points</u></p> <p>There are no significant findings in the management judgement.</p> <p>Everything very robust the findings this year, there were no areas identified that required improvement.</p> <p>The internal controls recommendation follow ups from 2018/19 had all been completed.</p>

It was further noted the auditors had been advised that work to control cyber security has been started.

Financial Statements

It was noted that Mr Mullins advised that consideration be given to the reserve's policy and indicate what the target levels that the Trust expects to received

It was further noted that the statement of financial activities indicates that the Trust is well run and well-funded. In the future the Trust is advised to consider how best it is to use some of the surplus funds.

Q. Is there anything significant that we need to be aware of relating to the increase in the debtors?

A. A healthy surplus is by capital income grant accrued, but not yet received, the increase in debtors is due to this.

Mr Wilkinson joined at 17:40.

It was noted the audit and financial documentation need to be signed electronically and individually by the Accounting Officer and Chair of Trustees and these will be provided to the Accounting Officer and Chair of Trustees in the week following this meeting.

Trustees were assured that the financial statement will have a final review before completion.

RESOLVED: The Members and Trustees are happy to approve the financial statements and audit report subject to completion of the requirements indicated in the ACR that need resolving and the final review of the financial statements report.

The Trustees expressed their thanks to the CFO for work that finds the Trust in the positive position.

Mr Laurence requested an update on the internal report that has been provided.

Processes are in place against those recommendations, progress update to the members on this progress by the end of the year.

Mr Mullins and Ms Allison left the meeting at 17:50.

Appointment of auditors

	<p>Mr Field requested from the Members and Trustees their views of the appointment/retendering the appointment of the auditors for 2021/22.</p> <p>RESOLVED: A tender process for the auditors in 2021/22 to be completed.</p>
<p>5 Any other business</p>	<p>RESOLVED: There were no items brought under any other business.</p> <p>Mr Field noted that the current situation in relation to the pandemic is currently putting pressure on the financial position, this is being discussed with all schools and monitored, with forecasts being urgently reviewed</p>
<p>6 Dates of future meetings and possible agenda items</p>	<p>RESOLVED: The meeting for 2021/22 accounts approval will be arranged and advised in good time.</p>