

Godmanchester Community Education Trust Trust Members Meeting



9th December 2016

Action

Minutes

1. **Attending:** Phil Mackay; Eleanor Deem; Paul Askew; Irana Richards; Rod Warsap (Executive Headteacher). Clerk: Sarah Spira
Sarah Conboy has stepped down as Chairperson and Member so the meeting will be chaired by Phil Mackay.
2. **Apologies: None**
3. **Declaration of Interests:** Paul Askew has volunteered to become a governor for Hinchingsbrooke (not yet appointed) and that may bring some conflict of interest regarding plans for the MAT and any secondary school involvement. It was agreed for PA to remain on Trust Board and recuse himself from any conversations which may bring a conflict until such conflicts make either position untenable.
4. **Minutes of the last meeting (10th June 2016) were approved**
5. **Matters Arising:** All items should be covered by the agenda, any not covered will be added at the end of the meeting.
6. **Appointment of Paul Thornton to the Board of Directors:** The Board informed the Trust of the appointment from 2nd November 2016.
7. **Receipt of the Annual Accounts and Audit Report:** The full accounts statement was circulated to the Trust. The accounts show a carry forward c£45k which is positive considering the investment made in the GCA school building and resources over the past year. The audit report showed a clean audit with only very minor advisory notes. The annual report includes the school development plan for GCA. The pension deficit figure in the accounts is overstated as the valuation has improved between 31st August and the more recent LA triannual valuation. IR noted the depreciation to carry forward figure shows the level of investment in the school (£50k). Members of the Finance & Audit Committee are working on developing financial forecasting and risk models, although no drop in per pupil funding is expected once the delayed Fairer Funding report is issued.
8. **Appointment of Members & Chair of the Trust:** Following the resignation of David Underwood and then Sarah Conboy, both due to conflict of interests with Town & District council roles, new members need to be recruited to the Trust. The Board would like to suggest approaching Steve Penman and John Hladkiwskyj; both current members of the GCA LGB whose terms are coming to an end but are familiar with the Trust organisation. Irana Richards will likely step down over the next 12 months as she is relocating to London so over recruitment at this stage is sensible. Also Phil Mackay & Eleanor Deem would like to be able to step down from the Trust as soon as numbers allow. PM will suggest Steve & John and if the Trust would like any other candidates considered, please nominate them to PM. **PM**
9. **Report from the Board of Directors (attached):**
New Members: Several new members have been appointed: Rob Bridge; Gagan Gulati; Charlotte Oldwood and Paul Thornton. The Board met 11 times last year and the committees are meeting regularly.
P&P: The People & Policies committee has been focussing on the introduction of the

new terms and conditions. The new T&Cs will be offered to new staff and those changing roles, followed by teaching staff and others who wish to join. A good measure of the BoD will be how many members of staff are attracted to join the new T&Cs after full roll out is complete.

F&A: The Finance & Audit committee is developing the risk register to incorporate financial forecasting by providing historical analysis to identify trends.

F&A

GBA: GBA has opened and pupil numbers are progressing. There is a lower PAN designed to protect spaces for the residents of Romans Edge and Godmanchester. The impact of the installation of the GBA building was well managed, with additional investment by the CCC of c£100k in the GCA school premises through the installation of fencing, the electrical substation, the new Year 1/2 play equipment and surfacing. Ensuring positive relationships between the groups of each school such as parents and LGBs will be one of the success criteria the Trust can measure the effectiveness of the BoD on. The GBA LGB is forming well with a new chair after David Underwood stepped down in the summer. The permanent site build is on schedule and the tender process for a nursery provider will start in the New Year to allow for time to recruit staff if that process is unsuccessful.

GCA: the Head of School roll is working well, allowing for focus on teaching & learning which is identified as a key benefit of the MAT model and may be attractive to other schools looking to join a MAT.

The swimming pool lease negotiations are ongoing but will hopefully conclude successfully in the near future.

Future objectives: The development of the trust has been discussed at length; a survey was undertaken of the local parents which showed significant enthusiasm for a secondary school provision supported by GCET and the BoD plans to proceed by finding a suitable partner within the secondary sector. The other main priority of the trust will be to develop in the primary sector by slowly expanding the number of schools. This will be achieved by encouraging schools of a similar standard and size to join in a mutually beneficial arrangement

For the next meeting the Board will produce a document of objectives and strategy for the Trust to enable them to be able to have attainment markers going forward.

BoD

10. Minutes of the meetings of the Board of Directors: all agreed minutes are now available to all Trust members via the secure area of the Trust website, SS has circulated passwords and logins for access.

11. Points to Note:

Child assessment outcomes for GCA were well above national average and of a very good standard due to the hard work and consistency of the leadership team & teaching staff. Progress measures are not as strong as previous years due to government changes in assessment and over assessment in earlier stages. RW warned it may prevent an outstanding judgement in an Ofsted measurement. Pupil Premium attainment and progress was very strong. PA has reviewed the Raise Online report and identified that while we are always above average but there are potential discrepancies in subject strength which could be focused on, and ensuring the progress measurement for middle achievers is equally robust and evidenced. PA & RW will discuss further at a later meeting.

12. Next meeting – 15th June 2017, 9am at Godmanchester Community Academy

Signed by Chairperson: Date: