



Venture Multi Academy Trust. Company Number 7535379
Meeting of the Board of Trustees
Tuesday 27th March 2018, 5-7pm held at Trevithick Learning Academy

Present	Jo Osborne (JO) Chair of Trustees Sean Powers (SP) CEO/ Trustee Alan Honeybone (AH) Philip Robinson (PR) Annemarie O'Neill (AON) Harry Hart (HH) Ian Raggett (IR) David Allison (DA)
In attendance	Wendy Randle (WR) (Clerk) Jo Long (JL) School Business Manager

Item	Minutes	Action
1	Apologies and Introductions	
1.1	The meeting was quorate in accordance with article 117.	
2	Declaration of business & pecuniary interests No further interests to declare.	
3	Minutes and matters arising of the previous meeting (30/01/18) <i>Trustees agreed</i> the minutes of the last board of trustees meeting (30/01/18) were a true and accurate record of the meeting, they were signed by the chair. Matters arising which would not be covered under agenda items; 3 AON to meet with WJ termly to consider PP and Vulnerable Children; <i>Scheduled</i> . 7.1 Exclusions policy, trustees requested that the ‘aims of the policy to make the children safe” comes first; <i>updated and on the website</i> .	
4	Committee minutes/ decisions required;	
4.1	Trevithick Learning Academy LGB minutes 20/03/18; trustees thanked the LGB and link trustee/governor, noting the strength in the LGBs development, with the minutes evidencing the LGB holding the head to account during the recent meeting which had a clear sense of purpose. Trustee noted the LGB had requested Safeguarding training. Trustees agreed that once a decision had been made on whether St Issey would join the MAT, safeguarding training would be delivered to LGBs and trustees; a TLA staff member is trained to deliver safeguarding training. The Chair of TLA LGB has completed safeguarding training to support their safeguarding responsibility.	JL
4.2	F&GP Committee (27/02/18); JL updated on a recent meeting with Churchill’s, school and are in current negotiations regarding the extension for one year. Trustee noted the need for staff car parking was raised, JL stated this has not been developed further at present.	
5	Venture MAT Strategic Plan for discussion and approval The last trustee meeting focused on the future vision for the MAT; the strategic plan for the MAT has since been developed to support this vision, this was circulated prior to the meeting. Trustee stated that when St Issey requested to join Venture MAT the Regional Schools Commissioner (RSC) had requested further detail about the MAT; a summary of questions and answers were shared with the board, a copy will be circulated with the minutes.	WR

SP has reviewed the criteria for the latest round of applications for teaching school status; school could apply yet the quantity of schools that the trust has supported may be an issue. **Trustee asked** is there a capacity issue with what school can offer? The teachers at TLA are happy to deliver on this work, the trust need to support more schools in a more formalised way. If an application was successful there would be a small grant that could be used to backfill/ support the capacity at TLA. **Trustee noted** the decrease in the grants received, asking by how much? SP provided details. **Trustee asked** why were there continual decreases? Due to the requirement to put in place sustainable practices and then charge if necessary, it was noted that some of the original teaching schools now provided less training. **Trustee stated** the grant could be used for infrastructure such as ICT infrastructure, a purposeful training room as examples.

SP updated that Penryn school had visited TLA to complete observation. Additionally, the staff member seconded to St Issey has developed links whilst with St Issey, with schools in Bodmin.

Trustee suggested Venture develop local partnerships with Crofty MAT, Rainbow Trust and Camborne School. **Trustees acknowledged** previous reluctance due to perceived competition over admissions, yet felt this would be something that would need to be developed by the MAT going forward, noting that people and circumstances change and the focus should be on providing the best education for the children in the community. JL stated there were strong links with Camborne schools. **Trustee suggested** meeting with Crofty MAT to develop school improvement links. **Trustees agreed** to exploring Rainbow MAT initially as there was a link already. It was noted that Crofty MAT appear to be developing in the Redruth area; they were originally a group of schools in a co-operative trust who formed a MAT together, with two other schools recently joining, they currently have 9 schools in Camborne, Pool and Redruth.

It was understood that the schools within both Rainbow MAT and Crofty MAT were the schools that TLA would compete with regarding pupil numbers. SP stated that TLA were currently oversubscribed yet the demographic details were changing. **Trustee asked** in what way? A bulge had been experienced with some schools providing interim additional classes to support this, this bulge has subsided, yet the number of housing developments in the area were noted. **Trustees agreed** to review this again going forward.

Trustees reviewed the strategic aims of Venture MAT as detailed in the strategic plan. **Trustees agreed** the three strategic aims for Venture MAT with some amendments. JO to amend the document.

Trustee stated the need to create a risk register for schools that the MAT will consider working with, for example with FIS this would have noted the need to become operational as heads early on.

Trustee asked if the MAT could continue to operate with St Issey, or would there be pressures to join a larger trust. The political agenda for all schools to be part of a MAT remains, yet there is no current legal requirement to do so. SP noted the risk should TLAs results decline, stating how another standalone academy has been receiving ongoing attention from the RSC, rather than other schools in a similar situation. **Trustee asked** should the trust be looking to safeguarding TLAs position by considering other options? The strategic plan should be under constant review and the board needs to be realistic about future choices.

Trustees reviewed the 2017/18 priorities of Venture MAT. **Trustees agreed** the priorities with some amendment to order, JO to update. Trustees were asked to consider the draft in further detail with any errors forwarded to the Chair for amendment.

JO

ALL

	The final document will go to the next board of trustees meeting for final approval.	JO
6	<p>CFO/CEO report Trustees had reviewed the reports circulated prior to the meeting. The following highlights were identified;</p> <p>6.1 TLA Nursery; JL updated on the costs for the nursery developments. <i>Trustee asked</i> for details of the suppliers of the quotes, it was noted that although at present the quotes were estimates they supported the request for trustee approval for £15k. It was noted that both quoting suppliers had worked for the trust before. <i>Trustees agreed</i> the proposed nursery costs of £15k for buildings and £25k for equipment and furniture.</p> <p>6.2 ARB; JL updated on the additional costs required for the ARB build, specifically for fencing, new gates and improvements to layout. The total additional costs, outside of the contract, were £6k. It was noted that some of these costs may come out of grant funding if applications were successful. <i>Trustees agreed</i> the additional spend of £6k, JL to instruct Kier to go ahead with these suggestions.</p> <p>JL stated a new site assistant had been interviewed and appointed.</p> <p>6.3 FIS Grant; <i>trustee asked</i> for clarity on the grant applied for by Venture MAT on behalf of FIS. Venture MAT had applied for an emergency grant to provide some SIP support to the FIS, had the process been completed in the predicted timescale this grant would have been available to spend during SPs time supporting the school.</p> <p>JL acknowledged there was a financial risk as Venture MAT would be held to account for the expenditure of these funds. MBA and FIS must deliver on the agreed action plan, the grant offer is very specific to the revised bid that was successful. <i>Trustee asked</i> who is completing the SSIF bid? The Primary SLEs will be responsible for this. Venture had originally sought written assurance from MBA representatives and FIS; the Chair of FIS IEB and the chair of the new board provided these assurances. <i>Trustee clarified</i> that funds will be paid on what has been agreed? Yes. <i>Trustee asked</i> if this was work for which Venture MAT would not get paid? Yes, the DfE had also noted this, a nominal fee was provided to Venture. It was felt that completing and holding this grant has led to positive outcomes to include improved relationships with the DfE. JL stated that part of the DfE offer was that FIS complete a full financial review, this has been passed to Mounts Bay to provide this service.</p> <p>6.4 GDPR; JL updated that the trust has received the readiness audit and were assessed to provide 'reasonable assurance'; a considerable amount of good protection with a few things to resolve, the trust was pleased with this outcome. <i>Trustee requested</i> a copy of this audit report. JL to provide this. The Data Protection policy will be provided by this person.</p> <p>6.5 St Issey Numbers have increased again with 42 due to start in September, the Finance governor predicts 48 pupils are required to breakeven; when SP started supporting the school there were 55 pupils but after the Ofsted report it went down to 26.</p> <p>6.6 St Barnabas MAT <i>Trustees requested</i> information on the impact of this work on SPs time. SP will spend a morning at St Issey and an afternoon with TLA with a focus on Nursery and ARB. WJ will appoint support to cover maternity leave of the assistant head; there were no concerns with backfill. The other 4 days will be spent with St Barnabas, initially for two terms, though this may require extending.</p>	JL

	the finances. Trustee asked if there were any third party contracts? Yes, ICT and sports contracts. Trustees agreed to progress with the due diligence via email communication between HH, SP, JL, JO and DA. A proposal will be put forward at the next board of trustees meeting. JL stated that Browne Jacobson were aware that the discussions have begun. The potential conflicts of JO and SP were noted; sufficient balance of the working party was secured.	JL										
11	<p>Date of next meetings Trustees agreed to meet at 5:30- 7pm for the next meeting.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th>Board of Trustees</th> <th>F&GP</th> <th>TLA LGB</th> </tr> </thead> <tbody> <tr> <td rowspan="2" style="text-align: center;">Summer Term 2018</td> <td style="text-align: center;">Tuesday 22nd May 5:30-7pm</td> <td rowspan="2" style="text-align: center;">Tuesday 12th June 5-7pm</td> <td style="text-align: center;">Tuesday 8th May 5-7pm</td> </tr> <tr> <td style="text-align: center;">Thursday 12th July 5-7pm</td> <td style="text-align: center;">Tuesday 26th June 5-7pm</td> </tr> </tbody> </table>		Board of Trustees	F&GP	TLA LGB	Summer Term 2018	Tuesday 22 nd May 5:30-7pm	Tuesday 12 th June 5-7pm	Tuesday 8 th May 5-7pm	Thursday 12 th July 5-7pm	Tuesday 26 th June 5-7pm	
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12	<p>Summary of actions</p> <p>4.1 Schedule safeguarding training for all levels of governance.</p> <p>5 Circulate the RSC Q&A regarding St Issey.</p> <p>5 Complete the suggested amendments to the strategic aims, strategic priorities.</p> <p>5 Trustees to review the MAT Strategic plan and forward any suggested amendments to JO by the next meeting.</p> <p>6.4 Forward a copy of the GDPR audit.</p> <p>7 Identify if the trust is required to outline their own equality objectives.</p> <p>8 JO to register with Academy Ambassadors to identify new trustees and a potential chair.</p> <p>8 Circulate governance appointment flowchart</p> <p>AOB Start a working party to review due diligence of St Issey to include HH, DA, SP, JO and JL</p>	<p>JL</p> <p>WR</p> <p>JO</p> <p>ALL</p> <p>JL</p> <p>JL</p> <p>JO</p> <p>WR</p> <p>JL</p>										

There being no further business the Chair closed the meeting at 7pm.

Signed.....

Dated.....

Please note these are Draft Minutes until signed by the Chair at the next meeting.