



**Venture Multi Academy Trust. Company Number 7535379**  
**Minutes of an Extraordinary meeting of the Board of Trustees**  
**Monday 16<sup>th</sup> March 2020, 1pm held at Specsavers Office, Camborne**

<b>Present</b>	Philip Robinson (PR) (Chair of Trustees) Alan Honeybone (AH) Harry Hart (HH) (via speakerphone)
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Item	Minutes	Action
<b>1</b>	<b>Apologies, quorum and meeting arrangements</b>	
<b>1.1</b>	Apologies were received and accepted from JD, BJ, and IR. WJ, SP and JL were not present. The clerk was unable to make the meeting, they had spoken to all trustees in attendance prior to the meeting and had provided a minutes template for the Chair to complete.	
<b>1.2</b>	The meeting was quorate in accordance with the articles of association.	
<b>1.3</b>	The extraordinary meeting was held in the private office of Alan Honeybone. It was scheduled quickly in order to ensure governance arrangements remain effective and support the needs of the trust during the Covid-19 outbreak. All trustees had responded prior to the meeting to state that they supported the approval of both agenda items.	
<b>2</b>	<b>Declaration of business &amp; pecuniary interests</b> There were no further interests to declare than those outlined on the trust website.	
<b>3</b>	<b>Virtual Meeting policy</b> The policy had been circulated prior to the meeting. This policy was proposed to enable committees and full board meetings to go ahead using virtual technology rather than face to face meetings. <b>Trustees approved</b> the policy.	
<b>4</b>	<b>Chairs' action</b> The following statement had been circulated prior to the meeting.  "The board of trustees of Venture Multi Academy Trust have agreed that the Chair of Trustees, or Vice Chair of Trustees in the Chair's absence, can take action on behalf of the trust board should urgent decision making be required.  Decisions will be taken with relevant support, where feasible.  ALL decisions will be relayed to the board when time permits."  <b>Trustees approved</b> the proposal.	
<b>5</b>	<b>Future meeting</b> The board of trustees meeting was scheduled for Wednesday 18 <sup>th</sup> March, 8-10am. This meeting would continue to go ahead unless communicated otherwise - it would use virtual meeting technology.	