

TWMAT Board of Trustees
Wednesday 11 February 2026, 1.30pm
Great Moor House, Exeter
MEETING SUMMARY SHEET

Actions from the Meeting			
Action Ref.	Action	Lead	Due Date
TB0312.11	Action Carried Forward	MM	April 2026
TB1102.01	Complete the re-appointment process for James Frampton, Trustee	MF	23.02.2026
TB1102.02	Complete the onboarding process for newly appointed Governors	MF	06.03.2026
TB1102.03	Confirm the appointment of Dan Boxall-Simpson as Chair at QE School	MF	20.03.2026
TB1102.04	Advise DCC of the determined policies and changes to PAN	MF	13.02.2026
TB1102.05	Publish the School Admission Polices for 2027-28 on school websites	MF	20.03.2026
TB1102.06	Update the Trustee Escalation Threshold document following feedback received and recirculate	MDM	20.03.2026
TB1102.07	Create an Escalation Threshold Document for LGBs if not already covered in Headteacher escalation document	MF	01.09.2026
TB1102.08	Confirm where survey responses would be correlated and hypotheses drawn	TF	13.05.2026
TB1102.09	Trustees to be invited to School Health Checks and All Heads Meetings	MF	06.03.2026
TB1102.10	Explore the potential of using the University of Exeter as a venue for the Governance Conference.	SC	30.03.2026
TB1102.11	Chair to provide feedback on Executive Pay Proposal Decision	AM	13.02.2026

Decisions Made Under the Scheme of Delegation	
Item.	Decision
3.	James Frampton was appointed as a Co-opted Trustee for a second term of office
3.	Trustees approved the new governor appointments as per the schedule (subject to satisfactory completion of all SCR checks).
3.	Dan Boxall-Simpson was appointed as LGB Chair at Queen Elizabeth's School
4.	The School Admissions Policies for 2027-28 were approved, with the following changes to PAN: • Cranbrook Education Campus – Year 7 PAN increase to 75 • Matford Brook Academy – Reception PAN reduce to 30 • West Exe School -Year 7 PAN reduce to 248 • Marine Academy Plymouth – Year 7 PAN increase to 210 Tor Bridge High – Year 7 PAN increase to 217 to allow for selection by aptitude for the basketball academy.
5.	The Trustee Escalation Thresholds document was approved with amendments as discussed.
6.	The Remuneration Committee Terms of Reference was approved, subject to one minor update.
7.	The Board agreed to move to stage 2 due diligence for Brook Green Special School.
AOB1.	Trustees approved the proposal to align with Devon County Council pay grades from April 2026, to allow for equal progression for staff in both B and C grades.

Governor & Trustee Appointments			
Name	Role	School	Appointment Date
Pippa Truman Davies*	Co-opted	Isca	11.02.2026
Courtney Lobban*	Co-opted	All Saints	11.02.2026
Laura Randall*	Parent	Matford Brook	11.02.2026
Gregor Campbell	Co-opted	MAP Secondary	11.02.2026
Krishna Rajpurohit	Co-opted	West Exe	11.02.2026
Daniel Pegley	Co-opted	Matford Brook	11.02.2026
Jo Rotchell*	Parent	Exmouth	18.12.2025
James Frampton	Co-opted Trustee	Trust Board (Reappointment)	16.02.2026
Governor Resignations			
Name	Role	School	Resignation Date
Declan Farrell	Trust Appointed	Honiton	31.12.2025
Julio Andrade	Co-opted	Queen Elizabeth's	05.02.2026
Denis Casey	Co-opted/Vice Chair	Queen Elizabeth's	23.02.2026

Board of Trustees

Wednesday 11 February 2026, 1.30pm

Great Moor House, Exeter

Attended:

Andy Mulcock (AM) - Chair	Philip Bostock (PB) – Vice Chair
Shraddha Chaudhary (SC)	Lindsay Cooper-Smith (LCS)
Lee Elliot-Major (LEM)	James Frampton (JF)
Teresa Gardner (TG)	Richard Jacobs (RJ)
Moira Marder (MM)	Sarah O’Meara (SOM)
Jade Otty (JO)	Alex Walmsley (AW)
In Attendance	
Tim Rutherford (TR) – Deputy CEO	Jen Fook (JFo) – Senior Executive
Mo Marchant (MDM) – Head of Governance - minutes	

Apologies:

Melody Floyde (MF) – Trust Governance Professional
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Meeting Minutes

Item No.	Business	Action
1.	Welcome, Apologies and Declarations of Interest Meeting commenced at 13.35. AM welcomed everyone to the meeting. Apologies were received from MF. Declarations of interest were noted, as follows: AW: Director, First Federation Trust & Member of Diocesan Education Group AW, RJ, AM: Directors, Fusion School Services Ltd JO: Vice Principal, Exeter College. The meeting was confirmed as being quorate.	
2.	Minutes of Previous Meeting, Update on Actions and Matters Arising The minutes of the meeting held on 03.12.2025 were approved as a full and accurate record. The actions were marked as complete with the following updates: TB0312.11 – the PHP Paper on Umbrella Trusts would be shared with Trustees once the government white paper was published.	

	Trustees noted that DCC were not supportive of the reduction of PAN due to MBA being in a key area for housing growth and the need to ensure sufficiency of places. However further information had been provided as requested and DCC were keen to work together with the Trust to support this. This was approved. West Exe School – Trustees approved the reduction of PAN to 248, DCC had confirmed that they were content with this. This was approved. St Luke’s Church of England School – Trustees noted the feedback from the Diocese related to the change in position of Priority for Children of Staff in the school’s oversubscription criteria. Trustees were content that the change would have a marginal impact on access for local children to the school. This was approved. Tor Bridge High – the proposed increase in PAN to 217 to allow for selection by aptitude for the basketball pathway had received no objections in the consultation process. This was approved. The Board also noted the increased PAN of 210 for Marine Academy Plymouth, recognising the need to accommodate ‘bulge’ years but that the increases were not likely to be long-term. <i>Trustees noted that there was an increase at MAP Secondary but not at MAP Primary.</i> Trustees agreed the admissions policies for Trust Schools for 2027-28, having considered all feedback received. The final policies would be published by 15.03.2026 in line with statutory timelines. Action: Advise DCC of the determined policies and changes to PAN. Action: Publish final School Admissions Policies for 2027-28 on school websites.	MF MF
5.	Trustee Escalation Thresholds Trustees reviewed the Trustee Escalation Thresholds document which had been circulated for comment. Minor amendments were requested in relation to communication methods and safeguarding. It was agreed that it would be useful to create a similar document for LGBs, if this was not already covered in the existing Headteacher escalation document. Action: Incorporate the requested amendments into the Trustee escalation threshold document and recirculate. Action: Create an Escalation Threshold document for LGBs. Trustee escalation threshold document approved with minor amendments.	MDM MF
6.	Remuneration Committee Terms of Office Trustees reviewed the proposed Terms of Reference for the Remuneration Committee. One update was requested. This was approved, subject to the minor update. Action: Finalise and publish the Remuneration Committee Terms of Reference.	MF

7.	<u>Growth Opportunity</u> Trustees reviewed and discussed a potential Growth Opportunity. A Stage 1 due diligence report had been circulated ahead of the meeting. A full record of the discussion in in Part B of the minutes. LEM left the meeting at 14:23.	
8.	Executive Report to the Trust Board The report was circulated and reviewed ahead of the meeting. MM outlined the key points from the Executive Report. The Plymouth SEND inspection report had been published. The reduction of permanent exclusions of children with EHCPs across the city was noted, schools should be proud of this achievement. It would be a busy couple of terms for the Trust with OFSTED inspections at TBH and Lipson due imminently. Trust leaders were working hard to prepare the schools. It was also likely that TWT would be involved with the work on trust inspections. OFSTED had approached the Trust to identify staff to become inspectors under the revised framework. <i>Q: With regard to school support levels, it has been useful to see the indications of the direction of travel. What would it take to see upwards progress for targeted actions for schools where support levels are unchanged?</i> The next health checks are in March so support levels will be updated then. In some instances the target action will relate to different elements from one health check to the next. Some schools require ongoing support due to their context. For example, at All Saints attendance is still relatively poor. At Marine Academy we expect to see an uplift quite quickly as the school review was reassuring. <i>Q: Can you give a predicted time for when schools will move into the next category, for example “we have x number of hours capacity to give to this school so would expect to move out of targeted action by x date?”</i> Trustees noted that ASAP and CEC had been repeatedly been in targeted action. Future capacity work may allow for predictions of when schools will move support levels. <i>Q: Do we review the staff and student surveys together to look at correlations?</i> Yes, for example, with behaviour the Director of Inclusion will look at correlations. It was noted that a lot of work would be required to achieve the goal of all secondary children loving coming to school. Children tended to feel like they belonged but did not always see the relevance of school and education. The school on a page documents had been very useful to show school-level trends. Action: confirm where survey responses will be correlated and hypotheses drawn. Action: Trustees to be invited to Health checks and All Heads Meetings A full record of the discussion is in Part B of the minutes.	TF MF

9.	Strategic Risk Register Review MDM gave an overview of the Strategic Risk Register, with a summary of the key changes being shared in the summary report. <i>Q: Should the safeguarding risk score be increased due to the school-specific issues which were raised at audit?</i> This has been considered. However, it is felt that the risk score remains unchanged as the assurance processes in place within the Trust are robust enough that the issues were picked up and dealt with as a priority, improvements have been seen quickly. <i>Q: Is the good work we do to prepare our PFI schools, extended to St Peters?</i> We need to be transparent about what we are doing to support them. We will be stronger together and we want to help all children.	
10.	Summer Governance Conference Planning Initial thoughts for the Governance Conference were shared, and the venue discussed. The Board were broadly supportive of including additional time for a Q&A session, and allowing more planning time for LGBs with support from Trust leaders/Headteachers. The potential of using the University of Exeter as a venue for the conference was suggested, however it was noted that related party regulations may be restrictive. Actions: Explore the potential of using the University of Exeter as a venue for the Governance Conference.	SC
Part B: Confidential		
11.	Executive Pay Scale Proposal This item was covered under Part B Minutes.	
Items for Information		
INFO	Finance & Resources Committee Summary A summary of the meeting held on 14.01.26 was shared. The Board noted that the format and content of the new summary reports were very useful.	
INFO	Education Committee Summary A summary of the meeting held on 27.11.2025 was shared for information.	
INFO	LGB Chairs Group Summary A summary of the meeting held on 20.01.2026 was shared.	
INFO	Members Meeting Summary A summary of the meeting held on 28.11.2025 was shared,	
INFO	Management Accounts The November management accounts were circulated for information.	
Any Other Business		
AOB1	Upgraded NJC Grades (April 2026) Trustees reviewed the proposal for a change to the Trust Grading structure to align with the new NJC grades, where spinal point 2 was being removed from April 2026.	

	Trustees approved the proposal to align with Devon County Council pay grades, from April 2026, to allow for equal progression for staff in both B and C grades. Trustees requested that EDI assessments and gender pay gap analysis for future pay scale changes were provided for future changes. The meeting closed at 16.55 Date of Next Meeting: Wednesday 13 May 2026, 4.30pm.	
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Signed by the Chair of the Board:

Signed on Governor Hub

Date: 13.05.26

Final