

Meeting Minutes
Board of Trustees
Wednesday 28 March, 16.30
Exeter College

Attendees:

<p>Rob Bosworth – Chair (RB) Debra Myhill – (DM) Alex Walmsley (AW) Richard Jacobs (RJ) Saxon Spence (SS) Philip Bostock (PB) Elaine Hobson (EH) Rosie Denham (RD) Moira Marder (MM)</p> <p>Jon Lunn (JL) Josie Medforth – (JM) Sue Pym – (SP) Alison Layton-Hill – Clerk to the Trust (ALH)</p>

Minutes

Item Ref	Business	Action
1.	<p>Welcome, Apologies and Declarations of interest RB welcomed all present to the meeting. Apologies were received from Beccy Mitchell</p> <p>AW is Chair of another Trust.</p>	
2.	<p>Minutes of Previous meetings The minutes of the meeting held on 13 December 2017 were approved.</p>	
3.	<p>Matters Arising</p> <p>RB confirmed that he had written to Ray Beale who potentially wishes to re-join the Trust.</p> <p>The decision in terms of Link Trustees was deferred.</p> <p>JM confirmed that the governance review is complete and in progress. The formal meeting schedule will commence in September 2018 and cross trust exclusion panels will be piloted from September 2018. RB asked that an executive summary of progress is tabled at the Performance and Standards Committee.</p> <p>DM confirmed that Lee Elliott Major, CEO of the Sutton Trust and with links to the Education Endowment Foundation will be speaking at the Trust Summer Conference.</p>	JM
Appointments/Resignations		
4.	<p>Trustee Appointment</p> <p>Cllr Rosie Denham was unanimously voted in as a Trustee, dependent on satisfactory DBS clearance, and warmly welcomed to the Trust. ALH to send a letter of appointment.</p>	ALH

	<p>Local Governing Body Appointments</p> <p>RB was pleased to report that the Trust has made some significant appointments to the Local Governing Bodies. All new appointments were unanimously approved. ALH to send letters of appointment.</p> <p>Local Governing Body Resignations</p> <p>RB confirmed that all resignations are due to work commitments or a change in personal circumstances. ALH to write to all those that have resigned to thank them on behalf of the Trust.</p>	<p>ALH</p> <p>ALH</p>
Monitoring		
5.	<p>Audit, Finance & Resources Committee Minutes</p> <p>The minutes of the Audit, Finance & Resources Committee were noted by trustees. Further discussion is noted in Part B.</p> <p>Performance & Standards Committee Minutes</p> <p>The minutes of the Performance & Standards Committee were noted by trustees.</p> <p>DM complimented JL on the excellent data provided that facilitates challenge and debate. The data shows no major concerns, however there continue to be challenges in terms of in-school variation and closing the gap. It was acknowledged that a good education provision is not solely based on data and the Committee also questions broader and richer engagement with the curriculum. In summary the Trust performance is steadily rising but there is a need to continue to challenge.</p> <p>AW asked how Matthew Shanks contributes. DM advised that he brings an independent view and an Ofsted inspector perspective. AW also asked if DM's summary applies equally to primary and secondary. DM confirmed that there is less data in primary currently but systems are being designed and data collection is proactive.</p> <p>RB asked about the imminent Ofsted inspection at CEC. DM advised that the Trust is optimistic but not complacent. Feedback from Challenge Partners was good, however due to the lack of data much will be based on what is seen in the classroom.</p> <p>RB questioned if the school SCRs are completed which DM confirmed.</p>	
6.	<p>CEO's Report</p> <p>RB offered congratulations to MM in achieving NLE status.</p> <p>MM gave a summary of the CEO's report.</p> <p>Focus is required on high prior attaining students across the trust and there is a need for more stretch and challenge. The aspiration is for the Trust schools to be in the top 10% of schools nationally.</p>	

There was some discussion around how Exwick Heights and Cranbrook Education Campus report standards in Early Years as they expect children to meet all five strands to meet age related expectations. This makes them appear below the county average.

DM asked if there is a parallel progress 8 target for disadvantaged but it was acknowledged that it should be the same, as closing the gap is a priority. MM confirmed that disadvantaged students are performing better than five years ago. There is a real challenge with students who are disadvantaged and have SEND and it was acknowledged that a small number of children can greatly impact on the results.

RB asked for clarification that West Exe will not have an Ofsted inspection for three years which MM confirmed.

MM advised that St James is not outstanding but there had been improvements from the last inspection and they retained a strong good. Trustees congratulated MM and Amy, particularly as many inspections in Devon had not gone well.

PB asked if the Director of English and Maths are imminent appointments. MM advised that the Trust would not appoint a Director of Mathematics and will re-advertise. The Director of English applicants were strong and it is likely that an appointment will be made.

MM advised that the Trust is working hard to reduce exclusions and is hoping to obtain funding from the local authority to allow a more creative offer for those at risk of exclusion. SS asked that an analysis of data for exclusions and how they relate to SEN and disadvantaged students be tabled at the Performance and Standards Committee.

MM/JL

St James has been approached by the Department for Education to put in a bid to be a lead in modern languages hub, which would be a huge accolade.

AW raised that Exwick Heights, although an outstanding school, has not been inspected for seven years and asked if the Trust is confident the school would maintain its outstanding status. MM advised that there are robust internal reviews and Challenge Partner reviews will be done every other year in all Trust schools. MM is confident that Exwick remains outstanding.

RB expressed thanks to MM and the Executive team.

Items for Approval

7.	<p>Trust Growth</p> <p>This agenda item was discussed and documented in the Part B minutes.</p>	
8.	<p>Newtown Academisation</p> <p>SS expressed a declaration of interest.</p>	

	<p>JM and SP had undertaken due diligence and the most significant risk is the building, however capital funding is expected from DCC with an agreement that the necessary work will be done.</p> <p>RB raised that numbers are below PAN. SP advised that the school appears to be financially sound even though it currently has low numbers. RD advised that there is likely to be local housing development which will impact positively on numbers.</p> <p>MM advised that the leadership capacity will come from Exwick Heights and recommended to trustees that the Trust academises Newtown. All trustees were in favour of academisation.</p> <p>RB to write to Newtown Primary school on behalf of Trustees.</p>	RB
9.	<p>Risk Register</p> <p>RB noted that the risk register had been covered at both Committees.</p>	
Items for Information		
10.	<p>LGB Chairs update</p> <p>This item was deferred.</p>	
11.	<p>Trustee CPD</p> <p>RB asked trustees to advise ALH if there is any training they wish to attend. RB also advised that the Trust will be undertaking a 360 degree feedback exercise on its Chairs and that a questionnaire will be issued shortly. Appraisals will also be introduced for trustees.</p>	ALH
Any Other Business & Next Meeting Date		
	RD requested a glossary of terms.	JM
	<p>Dates of meetings:</p> <p>Trustee Awayday – 4 June 2018, 5pm Exeter College Board Meeting – 4 July 2018, 10am, tba Summer Conference – 4 July 2018, 12.30pm, tba</p>	

Signed by Chair of the Trust:



Date: 4 July 2018