

# INSPIRE PARTNERSHIP MULTI ACADEMY TRUST



## ACADEMY TRUST MEMBERS' MEETING MINUTES

**DATE:**

Wednesday, 25 April 2018

**TIME:**

4.00 pm

**LOCATION:**

Maypole Centre, Gawthorpe

**PRESENT**

<b>In the Chair:</b>	Mr M Ellerker	
<b>Members:</b>	Mrs J Cook	Mr J North
<b>In Attendance:</b>	Mrs S Vickerman (CEO)	Mrs H Hill (CFO)
<b>Clerk:</b>	Mr P Taylor	

ITEM	ACTION
<p><b>1. ELECT A CHAIRMAN FOR THE MEETING</b></p> <p>Resolved 1 <i>That Mr M Ellerker be elected Chairman for the meeting.</i></p>	
<p><b>2. APOLOGIES FOR ABSENCE</b></p> <p>All Members were in attendance.</p>	
<p><b>3. DECLARATION OF INTEREST IN RESPECT OF ANY ITEMS ON THE AGENDA</b></p> <p>There were no declarations of interest.</p>	
<p><b>4. MINUTES OF THE LAST MEETING</b></p> <p>The minutes of the last meeting were not available at the meeting. The Clerk apologised for this oversight and agreed to circulate the minutes to Members via email.</p>	
<p><b>5. CEO'S ANNUAL REPORT</b></p> <p>The CEO presented her annual report to Members and guided them through key points of interest.</p> <p>The CEO provided a brief update on each academy within the MAT which included:</p> <ul style="list-style-type: none"> <li>• Gawthorpe Community Academy – no current concerns. The DfE had questioned whether results would be maintained when Mrs Vickerman stepped away from her Executive Principal role completely. Whilst this was not guaranteed, it was felt that with the support of the MAT the academy would maintain its performance.</li> <li>• Fitzwilliam Primary School – the MAT was very pleased with the performance of the school. The school had received a letter regarding its Pupil Premium gap last year. Members noted that the school was part of a school to school support programme to help with this and a Pupil Premium Review had been completed. Current projections indicated that the school was on track to have no gap this year.</li> </ul>	

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<ul style="list-style-type: none"> <li>• Half Acres Primary Academy – the school was doing well. Predictions for this year’s end of year outcomes were not as good as the school would like but the MAT had no major concerns. Maths was an area that was being reviewed.</li> <li>• Girnhill Infant School – the school had a completely new management team in place. A lot of work had been done by the MAT with them and the impact of this was positive.</li> <li>• Ackton Pastures Primary Academy – there were some vulnerabilities which were being monitored. Work was being done to address concerns particularly around Maths.</li> <li>• Towngate Primary Academy – after much hard work and good progress, the school and MAT had been very disappointed with the end of year results last year; however, predictions for this year were looking strong.</li> </ul> <p>It was noted that combined achievement results for the MAT were on a good trajectory and the CEO stated that she was confident that this would be maintained.</p> <p><b>Q.</b> In terms of the work being done in relation to Maths, will it take a full year to see any outcome as a result of this?</p> <p><b>A.</b> Not necessarily, it will hopefully have some immediate impact; however, full impact of any changes will obviously only be seen over time.</p> <p>Members noted that South Hiendley J&amp;I School would officially join the MAT on 1 May 2018. The CEO advised that the MAT had been working with the school for a while now. The MAT had been corresponding with the DfE with regard to further schools joining the MAT.</p> <p>The CEO informed Members that the MAT had successfully obtained a grant to support the back office of the MAT and a KS1 teacher.</p> <p>Members were pleased to note that good feedback had been received from Headteachers on the positives of being part of the MAT.</p> <p>Mr North commented on the governance of the MAT which was being reviewed and the work of Trustees. He advised that progress was being made and that a Standards Sub-Committee of the Trust Board was being put in place to run alongside the Finance and Audit Sub-Committee. Mr North stated that he was working to ensure positive attendance from all Trustees at Board meetings. He added that he was to attend a meeting of each Local Governing Body to explain the work being done and progress made.</p> <p>Mr Ellerker commented that his observation had been that Headteachers did not appear to be fully aware responsibilities and the position with regard to finance and budgets. Mr North advised that this was improving; however, the best approach with regard to individual budgets and surpluses was still being determined. Mr North confirmed that the Trust Board had overall responsibility and overview of budgets.</p> <p>The CEO explained how the MAT was currently run, with her role currently split as 75% MAT CEO and 25% Executive Principal of Gawthorpe Community Academy. She stated that it was hoped that she would be able to work full-time for the MAT but</p>	

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<p>it was dependant on funding and growth of the MAT. She advised that a bid application had been made for £350k, which among other things would enable her and the Deputy CEO, who also had a split role, to increase their work for the MAT.</p> <p>Members noted that regular MAT meetings were held including staff network meetings which were very positive.</p> <p>The due diligence process for each school continued to take place providing strong support for the schools. In addition to this, Margot D'Arcy had been commissioned to undertake an external due diligence of Gawthorpe Community Academy. This had been very positive and the MAT was looking to extend this out to all schools with four more to take place over the next year.</p> <p>Members were informed that KS1 and Early Years results were looking positive across the MAT and the end of year results for KS2 were awaited.</p>															
<p><b>6. TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE PERIOD ENDING 31<sup>ST</sup> AUGUST 2017</b></p>															
<p>Mrs Hill presented the Inspire Partnership Multi-Academy Trust Annual Report and Financial Statements Year Ended 31 August 2017.</p> <p>Mrs Hill provided a summary overview of the information presented in the annual report, which included:</p> <ul style="list-style-type: none"> <li>• Funding for the Academy Trust Educational Operations in 2016/17 came from:             <ul style="list-style-type: none"> <li>○ Revenue grants of £4m.</li> <li>○ Other income from the trusts educational operations - just under £54k.</li> <li>○ Other trading activities raised £107k.</li> <li>○ The Teaching School contributed just under £80k.</li> <li>○ Investments achieved £1.3k</li> </ul> </li> <li>• Cash assets inherited on conversion from 4 schools amounted to some £343k.</li> <li>• Capital grants and donations were received of £68k. This income was spent on property maintenance and Assets additions.</li> <li>• The Trust spends the majority of its funding on its Educational Operations and the Teaching School.</li> <li>• The MAT's Academies and Central Services retain healthy fund balances at 31 August 2017. As detailed in the statutory accounts, these are summarised as:</li> </ul> <table border="1" data-bbox="300 1704 1366 1973"> <thead> <tr> <th>Fund Balance</th> <th>Number of Academies</th> </tr> </thead> <tbody> <tr> <td>Deficit Budget</td> <td>1</td> </tr> <tr> <td>£50 to £100 k</td> <td>4</td> </tr> <tr> <td>£100 to £150 k</td> <td>1</td> </tr> <tr> <td>£150 to £200 k</td> <td>0</td> </tr> <tr> <td>£200 to £250 k</td> <td>0</td> </tr> <tr> <td>£250 k plus</td> <td>1</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• Half Acres Primary Academy had a small deficit budget of &gt;£13k at the end of 2016/17; this deficit was funded by other academies in the trust and this deficit is not expected to remain in 2017/18.</li> </ul>	Fund Balance	Number of Academies	Deficit Budget	1	£50 to £100 k	4	£100 to £150 k	1	£150 to £200 k	0	£200 to £250 k	0	£250 k plus	1	
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<ul style="list-style-type: none"> <li>• At Trust Central Level, a healthy reserve is retained of just under £77k. This is earmarked to support growth.</li> <li>• The Trust has a consolidated reserve of £689k.</li> <li>• The Trust will continue to apply for any additional grant funding to support growth, development and support of Academies and Schools in need.</li> </ul> <p>Members reviewed the report and information presented and Mrs Hill provided clarification and explanation of areas where required.</p> <p>Mrs Hill provided commentary to the Management Letter for the Year Ended 31 August 2017, which had been provided to Members for information.</p>	
<p><b>7. APPOINTMENT OF COMPANY’S AUDITORS FOR NEXT YEAR</b></p>	
<p>Mrs Hill reported on the requirements for Company Auditors for the MAT. It was noted that Gibson Booth had been used for the past year at a cost of approximately £23k for all the work undertaken. This had been a 12 month contract. The MAT had been pleased with the work done by Gibson Booth.</p> <p><b>Resolved 2</b>  <i>That Gibson Booth be appointed Company Auditors for Inspire Partnership Multi Academy Trust on a further 12 month contract.</i></p>	
<p><b>8. NOTIFICATION OF CHANGE OF MEMBERS/TRUSTEES</b></p>	
<p>Members discussed the need to increase the number of Members to five. They considered possible options for recruitment.</p> <p>Members noted the following Trustee/Member changes:</p> <ul style="list-style-type: none"> <li>• Mr J Hesketh – resigned as a Member on 30 October 2017.</li> <li>• Mr J North – appointed as Member on 30 October 2017.</li> <li>• Mr J Hesketh – resigned as a Trustee on 14 July 2017</li> <li>• Ms A Kaur – resigned as Trustee on 26 July 2017.</li> <li>• Mr P Arundel – appointed as Trustee on 9 January 2018.</li> <li>• Mr P Owen – appointed as Trustee on 9 January 2018.</li> </ul>	
<p><b>9. ANY OTHER BUSINESS</b></p>	
<p>There were no other items of business to discuss.</p>	
<p><b>10. DATE OF NEXT MEETING</b></p>	
<p><b>Resolved 3</b>  <i>That the next meeting be held at The Maypole Centre on Wednesday, 1 May 2019 at 4.00 pm.</i></p>	
<p><b>MEETING CLOSE TIME: 5.20 pm</b></p>	

Signed below as a true and Correct Record

Signature: 

Print Name: 25.04.2018