



Company Number: 07977368

Minutes of the Meeting of the Board of Directors

Thursday 29th September 2022 at 6pm @ John Blandy

Present:

Liz Holmes (LH)- Chair
 Rev Jason St John Nicolle (JN)
 Paul Turner (PT)
 Anthony Cook (AC)- Vice Chair
 Mark Greenwood (MG)
 Christine Price-Smith (CPS)
 Malcolm Sperrin (MS)
 Duncan Millard (DM)- CEO

In attendance:

Anne Lynn (AL) - COO
 Louise Warren (LW) - Director of Education
 Laura Bunning (LB)- Clerk
 Natasha McBain (NM) – Clerk
 Gemma Rogan (GR)- Speaker

Apologies: None

Standing Items		
1	Standing Item: Welcome, Apologies and Resignations	Action
	Meeting opened at: 18:01 LH welcomed all. No apologies or resignations.	
2	Standing Item: Notice and Quorum Requirements	
	The meeting was quorate.	
3	Standing Item: Compliance	
	Trust agreed : 1. Declaration of interest personal or business 2. Trustee Code of Conduct 3. Skills Audit complete and submit 4. Update Personal details 5. Read section 1 KCSIE 2022 6. Read Key for governors summary of all KCSIE changes	
4	Annual vote on appointment of FLT Chair from 1 Oct 2022-31 Sept 2023	
	Only nomination for chair - LH. LH advised this will be the last year of her being chair and succession plan in place. LH left room for the vote- Board agreed LH as chair	
5	Annual vote on appointment of a FLT Vice-Chair from 1 Oct 2022-31 Sept 2023	
	Only nomination for vice-chair – AC. AC advises he stay committed to his role. AC left room for the vote- Board agreed AC to be vice chair	
6	2022/23 Link Trustee Roles	

	<p>Link Schools have been changes based on Ofsted inspections due.</p> <p>MG- FVP AC- TEP LH- WAT PT- SHR JN - LAF CPS - BUC</p> <p>All school with a link governor are due an Ofsted Inspection.</p> <p>Action: All trustees to develop knowledge of link school to support inspection process.</p> <p>Action: PT/LH to also support their school LGBs understanding or role and engagement with Trust.</p> <p>Noted Buckland received outstanding Ofsted result again. All congratulated LW and staff at BUC.</p>	
7	Letters from DofE	
	<p>15th July 2022 a letter was received from DofE about a safeguarding complaint at FCC. AL/LH investigated and response sent on 10th August 2022 addressing the issue. Email received back from DofE on 26 September 2022 confirming the trust has dealt with the matter appropriately.</p> <p>Highlighted changes that needed to be made to Safeguarding Policy, Behaviour Policy and Bullying Policy. The review also highlighted areas where trust/school practices were good, could be enhanced or need development.</p> <p>LH to share letters with SLT, FLT Board and FCC LGB.</p> <p>Question raised around whether the parent will be informed and what support has been put in place for the child.</p> <p>AL advises DofE will report back to parent.</p> <p>LH advises that a support package had already been planned for this year.</p> <p>AL advises LB will start to look at training surrounding complaints.</p>	
Strategic Matters		
8	Trust's Strategic Vision 2021/2025	
	<p>DM advises there is a 1 year Trust Improvement Plan to support the 5 year Strategic Plan.</p> <p>Addition 1- made to learners first which is 'Ensuring the teaching and learning of Maths in KS3 and 4 is at least good, leading to the predicted outcomes for GCSE students being achieved and overall process being positive'</p> <p>Addition 2- made to Governance which is 'Develop closer working relationships between the LGB and Trustees in order that they work in unison'</p> <p>LH advises addition 2 will be met by the link visits taking place.</p> <p>LH advises there is a new guidance surrounding the Exclusions Policy.</p> <p>Request for Exclusions to be added to the Agenda for the next meeting. In particular what is the role at strategic level?</p>	
9	Confidential Item – please refer to Confidential minutes	
10	Various Documents for Trustees	

	<p>All Trustees noted the below documents.</p> <p>a) Scheme of Delegation 2022/2023 b) Changes to the Academies Trust Handbook (previously sent out via GovHub to all</p> <p>Comment made for line 136 (SRE) in Scheme of delegation to be moved to curriculum. Agreed 2022/23 SofD. Update and publication actioned</p>	
Ensuring Accountability		
11	Trust Committees	
	Trust Board Agreed Terms of Reference	
12	Report from Quality of Education Committee	
	<p><u>A Level Results Summary 2022</u></p> <p>83 students</p> <p>59 gone to university. 33% of these Russell group. 77% got their first choice. Some students repeating year 13. All on a progression route</p> <p>Provisional -0.04 value added (same as 2019)</p> <p><u>GCSE results summary 2022</u></p> <p>Overall outcomes were disappointing and below professional predictions.</p> <p>Progress 8 is predicted to be around -0.28 compared to a predicted -0.09 (based on 2019 but likely to be lower than estimated as grade boundaries were more generous this year)</p> <p>English and maths at grade 4+ = 68.14% (71% 2019)</p> <p>English and maths at grade 5+ = 36.27% (52% 2019)</p> <p>5 GCSE grade 9-4 inc English and maths = 62.75%</p> <p>5 GCSE grade 9-5 inc English and maths = 35.78%</p> <p>9-7 grades 20.05% (29% 2019)</p> <p><u>Rapid Improvement plans (RIPs)</u></p> <p>Maths to be reviewed this term. Science to be reviewed before Christmas half term. Business and Language to be reviewed in the Spring.</p> <p>Trustees noted; 3 of the 4 areas have persistently underperformed, monitoring of progress RIPs will be held at QofE.</p> <p>Actions: 1, QofE to advise board if required progress check points are not met (PT/LW), 2. Link Trustee visit to focus on RIP areas (MS).</p>	
13	RESOURCES: Receive a Trust financial performance report	

	<p>Budget picture looks positive ahead of closing the last academic/financial year. However significant risk given the market uncertainty and pressure on costs and wages.</p> <p>Unfunded pay awards – Support staff exposure vs budget £140K incremental cost.</p> <p>Health and safety audit action completion remains a source of risk for FLT. This has continued to be escalated. Continuing to track and push completion, hard to change behaviours and associated compliance and governance. Email sent to Head Teachers, Chairs and H&S Governors with further milestones to hit.</p> <p>Outsourced IT to Sweethaven for 2022/23 Academic year due to staff turnover and whilst long term strategy looked at.</p>	
14	Visit Reports from Link Trustees	
	<p>Longcot and Fernham summer visit 2022- noted</p> <p>ACTION: to create folder for link visits in FLT Area so everyone can view them</p>	LB
15	Risk Register	
	<p>No risks to be added or removed.</p> <p>Question asked around Schools Ofsted rating and whether it needs be changed. Discussion had that we need to be aware of risk but the mitigation help makes it lower. Decision made to leave it unchanged.</p>	
Procedural Matters		
16	Accuracy of Minutes of Main Board Meeting held on 7 July 2022 including any confidential minutes	
	<p>Both sets of minutes Agreed.</p> <p>Action: LH to sign minutes.</p>	
17	Carried Over Actions	
	<p>DM- Trust Self Evaluation to be posted to GovHub- Discharged</p> <p>DM/LW- Viability of Trust employing a Teacher to lead on catch up across the trust to be investigated in conjunction with using reserves to target interventions- Ongoing</p> <p>DM/LH- Development of due diligence reporting to trustees to show how any identified risks within applicant schools will be managed/mitigated and impact on Trust- Ongoing</p>	
18	Out Of Committee Activity	
	DM advised Head Teacher at WAT resigned over the summer and new structure implementation is under way.	
19	Policies and New Statutory guidance	
	<p><u>Child protection and Safeguarding Policy</u></p> <p>GR attended at start of meeting to give an update and left before Agenda Item 4.</p> <p>Advised changes to policy includes, Part 4- “incidents relating to the sharing of nudes and semi-nude imagery.” Part 5- “All children can be targeted but groups at particular risk include girls, students who identify as Lesbian, Gay, Bisexual, Transgender+ (LGBT+), or are perceived by peers to be LGBT+, and pupils with SEND.”</p>	

	<p>FLT polices amended to reflect the changes.</p> <p>Safeguarding team talking to schools about PHSE and emphasising how important it is and how to get help. Also putting in a system in place to help siblings of victims of sexual harassment.</p> <p>Highlighted that it is vital staff do safeguarding training and stay up to date with it. Reminded the Board that agency and contractors need to have a DBS certificate and photo ID checked.</p> <p>We have 3 Rs in terms of safeguarding, they are Respond, Report and Record.</p> <p>Questions asked about how as a Board we know that DSL are resourceful, what help comes from externally and what measures are in place to learn.</p> <p>GR advised that allocation are as needed and they need to be proactive. They rely on School Staff and up skilling them. Not enough support externally. To review the DSL/Schools have access to supervision and review cases and talk about improvements.</p> <p>LW advises that Family Trust link worked has already helped 3 Families.</p> <p>ACTION to check whether Scheme of Delegations at LGB level supports DSL.</p> <p>Question asked surrounding biggest pressure points and how as a Board can we help?</p> <p>GR advised transition schools (FCC & WAT) and where pupil numbers are rising is the biggest concern. Looking to set up a group in the community of Faringdon for support in regards to Safeguarding.</p> <p>Safeguarding Policy Agreed</p>	LH
Trust Board Matters		
20	Events in hand	
	<p>Autumn Seminar 2022: Tuesday 01 November 2022 in person in 6.30PM FCC Main Hall (+ help tidy up room)</p> <p>November 2022 Board Meeting: Thursday 17 November 2022 Via Teams at 4.30 p.m. - 6.30 p.m.</p> <p>AGM 2022</p>	
Any Other Business		
21	As notified to the Chair before the meeting	
	None Recorded	
22	Future Board Meetings	
	<p>Uploaded to Governorhub</p> <p>Term 1: Board Meeting – 29th September 2022- In person</p> <p>Term 2: Board Meeting – 17th November 2022 – via Teams Board sign off Annual Report – 8th December 2022 – via Teams</p> <p>Term 3:</p>	

	<p>Board Meeting – 19th January 2023 – via Teams</p> <p>Term 4: Board Meeting – 23rd March 2023 – via Teams</p> <p>Term 5: Board Meeting – 18th May 2023 – In person</p> <p>Term 6: Board Meeting – 6th July 2023 – In person</p> <p>In person meetings will start at 6pm Via Teams will start at 4:30pm</p>	
	MEETING END 20:15	

Signed and Approved by: