

Minutes of a Trust Board meeting number TB1 held Thursday 16th July 2015 at 4.00 in the Staff Room at Bobbing Village School

Present: Mrs. A. Edwards (AE) (Chair), Mr. G. Lloyd (GL) (Vice-Chair), Mr. A. Horton (AH), Mr. K. Wiesmath (KW) and Mrs .K .Ware (EP) (Executive Principal),

Clerk to the Board: Mrs. C. Wilson (CW)

No.	Item/Detail	Action
1.	Welcome	
	The Chair welcomed all to the inaugural meeting of the Trust Board.	
2.	Apologies	
	Apologies had been received from Mrs. Dee Stacey (Business Manager) (work commitment). The apologies were accepted.	
3.	Membership	
	Trustees noted that Timu Academy Trust currently has 3 members: <ul style="list-style-type: none"> • David Walker • Matt Gale • Graeme Lloyd. Trustees were advised that schools in the process of converting to academy status should be established with 5 members rather than 3. Trustees requested clarification as to the number of members required and the role they had in academy governance.	Clerk to inform Trust Board at next meeting as to the benefits of having 5 members and what the role specifically entails.
4.	Trust School Budgets	
	Trustees noted that details of schools budgets had been provided to the Finance & Audit Committee on 15th July 2015. KW (Chair F&AC) reported that committee members recommended that the budget be approved. the budgets be approved, Trustees were content to approve the budget for 2016-2017 and its subsequent submission to the Educational Funding Authority (EFA). Trustees discussed how in future the Trust would finance its schools. It was decided to take advice from UHY Hacker & Young to make an informed decision at term 1 Trust Board meeting.	Clerk to arrange attendance at Meeting in Autumn term to discuss Finance arrangements for growing the Trust.
5.	Sponsor Academy Application	
	Trustees were advised that The Department of Education (DfE) were keen for the Trust to become a Sponsor Academy. In response to a trustee's question about the benefits of sponsorship the following points were noted: <ul style="list-style-type: none"> • it would provide trust staff with an opportunity to make a difference elsewhere, in a school which may not be doing as well as the Bobbing and Iwade schools; • it would give the trust staff an opportunity to move to a different school, providing them with career progression, allowing the trust to retain senior members of staff for succession planning purposes; 	

	<ul style="list-style-type: none"> • it would allow staff to share expertise with staff in other schools; • the trust would receive grants for taking on another school . <p>Trustees asked for clarification of the process for selecting any further school(s). The EP provided an outline of the process and the involvement of stakeholders, noting that a final decision on who to sponsor rested with the trust board.</p> <p>Following discussion, the board voted unanimously to proceed with the process and authorized the EP to make the necessary arrangements.</p>	EP to draw up and submit sponsor application.
6.	Trust Key Priorities	
	Trustees agreed that key priorities should consider recently published school data before being finally determined and asked for an up-date at the September meeting.	AE/EP provide details at trust board September meeting
7.	Clerk's Role	
	<p>Trustees had received exemplar agendas and minutes from other trusts which they agreed were of high quality. They had also received other trust clerk/company secretary job descriptions. It was agreed that changes were required to enable the new trust structure for governance to meet its aims.</p> <p>The re-structuring of current clerking arrangements was discussed to meet these higher requirements including the increased workload and time required to cover the work of both the trust board and the local advisory bodies.</p> <p>Trustees considered the possibility of having an experienced company sec/clerk to fulfil the requirements of the trust board and to continue with the current clerking arrangements for the LABs. Directors agreed that there should be an analysis of the costs of providing additional clerking. Trustees agreed to review the hours required for CW to undertake the clerking of the LABs and to consider a move to paying per meeting, rather than by week</p>	<p>SBM to seek costing for a company secretary to be used from an agency at an agreed rate per trust board meeting.</p> <p>Chair to look at clerking hours for LABs and refer back to Trust Board at September meeting</p> <p>Executive Principal to discuss clerking of LABs with CW</p>
8.	Any Other Business	
	None	
9.	Date of Next Meeting	
	Next meeting date to be confirmed once annual timetable has been finalised	Chair/Clerk

Signed _____ (Chair)

Date _____