



**MINUTES of the BOARD MEETING**

**21 January 2016, 2.00 at Penrice**

**Part A Public**

<b>Item</b>	<b>Subject</b>	<b>Action</b>
	<p><b>Present:</b> Jeremy Barnard(JB) Kevin Johns (KJ) Emma Knowles (EK) Shaun Netherton (SN) David Parker (DP) - CEO <i>items 1-9 only</i> Kevin Pearce (KP) - Acting Chair Chris Price (CP) Mark Rudge (MR) Julie Seyler (JS) Ramon van de Velde (RV)</p> <p><i>Also in attendance:</i> Jeremy Alder (JA) – Trust Secretary Richard Baker (RB) - Headteacher <i>items 1-6 only</i> Claire Bunting (CB) - Headteacher <i>items 1-6 only</i> Simon Pollard (SP) - Headteacher <i>items 1-6 only</i> Paul Towe (PT) - Headteacher <i>items 1-6 only</i> Chris Wathern (CW) - Headteacher <i>items 1-6 only</i> Ellie Willcocks (EW) – CFO</p>	
	<p><b>Apologies:</b> none</p>	
<b>1</b>	<p><b>Conflicts of Interest:</b> no additional interests were declared. DP – agenda item 9 – will withdraw.</p>	
<b>2</b>	<p><b>Previous minutes</b> of the 10 December 2015 were accepted as an accurate record. Clarification over Part B minutes answered by JA.</p>	
<b>3</b>	<p><b>Matters arising:</b> none</p>	
<b>4</b>	<p><b>Committee minutes</b></p>	
4.1	<p>Audit Committee 26 November. EK reminded Directors that they received a verbal update on the audited accounts at the last meeting. She confirmed the process to find an internal audit supplier is underway with a decision expected tomorrow.</p>	
<b>5</b>	<p><b>Luxulyan</b></p>	
5.1	<p>Funding agreements to be signed. DP explained the timetable required by the DfE for a 1 April conversion, and summarised what the Funding Agreement is.</p>	

	<p>Process has gone very smoothly to date with no unexpected hidden or known concerns for the Trust.</p> <p>JA confirmed their governors are due to make their final decision at the end of February.</p> <p>KP recommended we proceed with signing subject to any last minute change in circumstances – agreed.</p> <p>DP to arrange signatories.</p>	<b>DP</b>
<b>6</b>	<b>Strategic Background</b>	
6.1	<p>KP reminded everyone present they were all welcome to contribute to the discussion as everyone had an equal stake. He thanked CP for his contribution to the strategic choices paper.</p> <p>DP gave his thinking for the background of producing this paper. From various conversations it had become apparent that not everyone knew everything which others knew.</p>	
6.2	<p>DP highlighted the 3 smiley faces and suggested that happy staff and happy parents invariably result in happy children too. He re-iterated the importance of focusing on the outcomes for children – this is what the conversation should always be based around.</p> <p>Next he presented on the strategic pressures facing the Trust.</p> <p>Demographic change.</p> <p>For primary age the projections suggest two peaks and then a decline (town only). For secondary age there is also a rise but no significant peak. He mentioned that both Fowey and Poltair have shrunk considerably over recent years.</p> <p>He then showed the roll projections for the 4 out of town schools, and confirmed none of the data takes account of migrations or new housing developments.</p>	
6.3	<p>Financial challenges.</p> <p>These include retention and recruitment at secondary level and IT costs (second highest after staffing). He predicted that based on the overall projections he did not think the Trust can continue to maintain current levels of IT.</p> <p>He pointed out the DfE target for procurement savings is potentially £450K for the Trust and equates to 8-10% savings by 2020.</p> <p>He conceded this was a gloomy picture but the promised introduction of a new Fairer Funding formula should benefit us because we are one of the lowest funded authorities in the country.</p>	
6.4	<p>Current pattern of schools in the St Austell area.</p> <p>DP reported that Bishop Bronscombe have approached us about potentially joining and he would be quite happy with this as most of their children come to Penrice. They are however currently in another small CoE MAT so this complicates the process and timescale.</p> <p>PLT currently the only primary / secondary MAT in the county.</p> <p>Next DP shared some thoughts about where we might be in 2020 including a move towards cluster / hub and distributed leadership models, together with a list of target schools in the area who are currently not in a MAT.</p>	
6.5	<p>Strategic considerations.</p> <p>SCITT, Teaching Schools, NLE and National Support School obligations, Ofsted inspector. Some like NLE do bring a small amount of funding.</p> <p>DP is going through the training to be an Ofsted inspector and the minimum expectation is to make yourself available for at least 16 days p.a.</p>	

6.6	<p>KP asked for any questions.</p> <p>JS reported that the county council is under pressure to increase the numbers of new houses built so the existing projections may well be exceeded.</p> <p>EK asked if we make a profit on the SCITT? Yes.</p> <p>RB explained we are looking at a new building which would allow us to take upto 75-80 students (currently 55).</p> <p>Second benefit is recruiting new teachers into the county and therefore potentially as new staff for PLT. DP felt this plus the impact on existing staff via CPD opportunities is enough reason to continue, even if we make no profit.</p> <p>JS asked for any further feel or information about Fairer Funding?</p> <p>Government has said it will be by 2017 but the profession feels 2018/19 is far more realistic. DP explained he has been part of the local group who agree the local formula for a number of years but expects this is likely to be administered by Whitehall in the future. The local issue for Cornwall is the extra support given to small primary schools, so secondaries and large primaries are the losers.</p> <p>He did confirm that he expects the Trust to receive more money through a new Fairer Funding formula, and anticipates we will know more by this time next year.</p> <p>EK reported that similar efficiency savings in health are not being applied across the board but based on performance.</p>	
7	CONFIDENTIAL ITEM	
8	<b>Strategic Governance</b>	
	Deferred.	
	<p><i>The remaining Headteachers left here and KP and DP both thanked them for their contribution.</i></p> <p><i>KP confirmed he would take the remaining two items in reverse order.</i></p>	
9	<b>Appointing the next Chair</b>	
9.1	<p>KP confirmed that Peter Marshall had decided not to stand for re-election as Chair and explained his reason for this decision was he felt he could not give the role the amount of time it required.</p> <p>He confirmed that having discussed the position with EK he was happy to act up as Chair until a successor was appointed.</p> <p>JS raised the circumstances of the discussion and comments made at the previous meeting and felt as a Board we need to reflect on this.</p> <p>KP commented it was unfortunate that several Directors had been unable to attend and contribute different views.</p> <p>DP proposed that in future we ensure our meetings always have 'boardroom' facilities so it was agreed to use Penrice as the permanent venue starting with the March meeting.</p>	JA
9.2	<p>KP outlined the proposal to create a JD and person spec for the role of Chair before proceeding with recruitment. He confirmed that seeking external candidates would be part of this process.</p> <p>RV asked if the Members had a role to play? DP felt it made sense as the Chair would become a Member, and it was agreed to invite one to be part of the recruitment panel.</p> <p>DP outlined what he feels we need including some education knowledge, strong chairing, ambassadorial role, strategic grasp, plus the skills and acumen to lead and keep the Board together.</p> <p>Time commitment is crucial and he felt ideally we are looking at half a day a fortnight.</p>	

9.3	<p>Directors noted this may well mitigate against anyone in fulltime employment putting themselves forward. They discussed ideas and options of where and how to advertise.</p> <p>DP and JA to produce a first draft by the 29<sup>th</sup> and circulate for comment.</p> <p>It was agreed the two Vice Chairs should be on the panel (unless they chose to apply). JB confirmed he was happy to assist if required.</p> <p>JA advised that if an appointment was not made until the May Board meeting this still complied with the spirit of the Articles.</p>	<b>DP/JA</b>
10	CONFIDENTIAL ITEM	
	<i>EK thanked KP for stepping up and chairing this meeting.</i>	
	<p>Date of next meeting:  <b>17 March 2016, 5.00 @ Penrice</b></p>	
	Meeting finished at 6.33	

<b>Signed</b>	<b>Date</b>
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