

**MINUTES OF THE BOARD MEETING  
 OF KNUTSFORD MULTI ACADEMY TRUST  
 HELD ON MONDAY 10<sup>th</sup> DECEMBER 2018**

**Present:**

Mrs C Millson (Chair)  
 Mr R Armstrong (Vice Chair)  
 Mr Cladingbowl  
 Mr R McCluney  
 Mr D Golden  
 Mrs V Young

**Absent:**

Dr A Greenstein

**Clerk:** Mrs N Phillips

<b>1. WELCOME &amp; APOLOGIES</b>	<b>ACTION</b>
<p>Apologies were received and accepted from Dr Greenstein.            The meeting, having more than three-quarters of Trustees present was quorate.            The Chair reminded the meeting that the Members of KMAT would join the meeting for item 6 &amp; 7.</p>	
<b>2. DECLARATION OF INTEREST</b>	
<p>The Chair asked for any declarations of interest for any item on the agenda. No declarations were made.</p>	
<b>3. MINUTES OF THE LAST MEETING</b>	
<p>Part 1 minutes of the meeting held on Monday 25<sup>th</sup> October 2018 were approved as a true and correct record and were signed off by the Chair.            Matters Arising:            i. Actions Review sheet as attached to the last meeting minutes was noted, the following points were made:            a) <b>Egerton wraparound care</b> – Mr McCluney reported that following parental surveys, Egerton wanted to proceed with a provision of wraparound care covering morning and afternoons from September 2019. It was currently estimated that 40 places would be required to fulfil the need. The plan was to provide the care in-house and Alison Hooper would head up the operation.</p> <p><i>Trustees agreed that providing this service would be a good development for Egerton primary school and asked further questions around the practicalities, staffing, finance and earmarked set-up funds for the proposed care.</i> Mr McCluney reported that a working committee were looking into the details and agreed to provide an overview document to the Board as soon as it is available. It was recommended that this could be provided to the next Finance &amp; Personnel Committee for review.</p> <p>A governor noted that that there may be grants available and Mr McCluney noted that the working party would look into this.</p>	<p><b>Robin McCluney</b></p>

<b>4. REPORTS FROM LGB COMMITTEES AND WORKING PARTIES</b>	
(a) <b>Finance &amp; Personnel Committee</b> – 27.11.18 minutes were received and noted. The Trustees noted the section on the Annual accounts and the recommendation that these accounts should be approved for signature.	
<b>5. APPROVAL OF ANNUAL ACCOUNTS</b>	
<p>Trustees had received the draft accounts with the Agenda. Alongside the Finance &amp; Personnel minutes (where the accounts had been discussed in full with the auditors) the in-year position of £136K saving against the General Annual Grant (GAG) and £207K free reserves in unrestricted funds was noted. It was noted that whilst these in-year reserves showed a much improved year on year figure, there was a strong likelihood that they would be needed in the next couple of years to help fund costs on upgrading/replacing IT equipment, buildings maintenance costs and covering the increased costs in staffing around pension and pay increases.</p> <p>After discussion, the Trustees agreed that this set of accounts should be signed off by the Executive Principal and the Chair. Copies of the signed accounts would then be submitted to the ESFA and forwarded to the Members.</p> <p>The Board thanked Nicola Phillips and the work of the finance team for their work throughout the year with the Accounting Officer (Mr Cladingbowl) that had enabled this positive set of accounts to be achieved.</p>	<b>The Clerk</b>
<b>6. COMPOSITION OF THE GOVERNING BODY AND GOVERNANCE MATTERS</b>	
<p><b>Articles of Association</b> – It was noted that the Members had agreed to adopt the revised Articles of Association at a meeting held on 27 November 2018.</p> <p><b>Review of Board Members</b> – Following the review of Members through the Ambassadors’ Network, the Chair and Vice Chair had met with Martin Ashcroft, currently Managing Director of Tata Chemicals Europe Ltd. After a short discussion, the Board agreed to recommend to the Members to appoint Martin Ashcroft to the Board.</p> <p><b>Review of LGB Members</b> – The Board noted that following the request for governors to the Studio LGB, one parent had volunteered. There was therefore no need for an election and Mr N Jackson was appointed as a parent governor to the Studio LGB. Further recommendations for local Governors to the Studio LGB were considered. It was agreed to appoint Mr D Hermitt, Chief Executive of Cmat (Congleton Multi-Academy Trust) and also Mr P Drew from Apprentify (a national training and apprenticeship provider).</p> <p>The Clerk would process the paperwork including DBS checks, skills audit and declaration forms.</p> <p><b>Meet the Members</b> – at 4.30pm the Members had been invited to join the meeting. As newly appointed Members it was an opportunity to meet the Board members (Trustees). Mr P Bland, Mr M Gates, and Mrs W Stratford joined the meeting.</p> <p>Round the table introductions were made. Apologies had been received from Mr P Martin and Mr D Waugh.</p>	<p><b>Clerk to advise Members</b></p> <p><b>The Clerk</b></p>
<b>7. KMAT DEVELOPMENT</b>	
Mr Cladingbowl reminded the Board that they had previously received documentation on the main aims for KMAT. An updated version of this document had been produced to discuss with the Trustees and the Members. This document was tabled at the meeting.	

<p>Mr Cladingbowl reiterated that the main aim for KMAT was to maintain focus on outcomes for students. The values around encouraging academic excellence and ensuring that the students have a really good education providing world-class opportunities for all, remain.</p> <p>The five key actions are as follows:</p> <ul style="list-style-type: none"> <li>➤ Improve the quality of education in all of the KMAT schools</li> <li>➤ Develop leadership capacity</li> <li>➤ Ensure effective governance</li> <li>➤ Ensure sustainable growth</li> <li>➤ Enhance reputation and influence.</li> </ul> <p>Trustees and Members then discussed growth of KMAT. The following points were noted:</p> <ul style="list-style-type: none"> <li>• There is still focus on the aim of supporting outstanding education in Knutsford and the surrounding area. Talks are continuing with other local primary schools and meetings are in place for the New Year to establish whether there is still appetite to join KMAT and build a family of schools.</li> <li>• The DfE and regional commissioners still want schools to merge into larger and fewer trusts of around 12 schools, but are now encouraging school to form strategic alliances. Mr Cladingbowl noted that KMAT and the Hamblin Trust currently had an agreement to support each other in particular by looking for opportunities for students in the sixth form.</li> <li>• Some funding is available for trusts who work together in alliances. There is potential for efficiencies around sharing school improvement services, contracts, rationalising and back office staff.</li> <li>• Review of the Studio school will be considered in order for it to remain sustainable. Trustees discussed the possibility of changing the name of the Studio. It was also noted that KMAT is currently working with two other trusts to develop the Studio School, including by having some teaching on different sites.</li> <li>• KMAT remain keen to work with the local authorities to help meet the need of the growing demand for different kinds of school places in Knutsford and more widely.</li> </ul> <p>Trustees noted that prior approach to growth had been around geographic growth and always to further achieve goals for good education. It was agreed that outstanding education should be the key focus around growth for KMAT.</p> <p>A Member asked whether KM AT had been approached by other MATs. It was reported that there were currently discussions with several other MATs within Cheshire and Trafford.</p> <p>Trustees agreed that discussion with other MATs should continue and that work around developing the Studio School continue also.</p>	
<p><b>8. ANY OTHER BUSINESS</b></p>	
<p>There was no other business.</p>	
<p><b>9. DATE AND TIME OF NEXT MEETING - Monday 18<sup>th</sup> March 2019 – 4.00pm</b></p>	

**ACTIONS**

<b>AGENDA ITEM AND ACTION</b>	<b>By When</b>	<b>By Whom</b>
<p><b>3. Egerton Wraparound Care</b> The Board recommended that Robin McCluney submits details of the plans to introduce wrap-around care to the next Finance &amp; Personnel Committee to then report to the next Board meeting.</p>	ASAP	Mr R McCluney
<p><b>5. Approval of Accounts</b> The Clerk to ensure the final accounts are submitted to the ESFA and circulated to Members.</p>	Before 31 December 2019	The Clerk
<p><b>6. Composition of Board</b> The Clerk to pass on recommendation of the Board to Members to appoint Martin Ashcroft.</p>	By next meeting	The Clerk
<p>The Clerk to process the paperwork for new governors to the LGBs.</p>	Before next LGB	The Clerk
<p><b>DATE AND TIME OF NEXT MEETING – 18 March 2019</b></p>		