

**MINUTES OF THE BOARD MEETING  
 OF KNUTSFORD MULTI ACADEMY TRUST  
 HELD ON MONDAY 15<sup>th</sup> OCTOBER 2018**

**Present:**

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

**In attendance for this meeting:**

Mr J Whittaker – Head Teacher of College & Studio  
 Mr P Kingdom – Head Teacher of School  
 Mrs J Robinson – Director of Human Resources  
 Mrs Hooper – Head Teacher of Egerton Primary

**Clerk:** Mrs N Phillips

<b>1. WELCOME &amp; APOLOGIES</b>	<b>ACTION</b>
<p>All Directors were present and therefore the meeting was quorate.            The Chair welcomed Mrs Hooper to the meeting. Mr Whittaker, Mr Kingdom, Mrs Robinson and Mrs Hooper were in attendance for items 3, 4 and 6 (these items were discussed at the start of the meeting).</p>	
<b>2. DECLARATION OF INTEREST</b>	
<p>The Chairman 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> June 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) Noted that Year 8's move to Bexton Road had been discussed at the KA LGB. It had gone well and there had been some positive feedback. Parents were particularly pleased with the level of care for the year 8s.            b) KMAT development – Egerton conversion had taken place and the conversion was operational from 1<sup>st</sup> September 2018.            c) Members Update – Discussed under item.            d) Budget Update – The Clerk reported that the 2018/19 budget and three-year plan had been submitted to the ESFA by the end of the July 2018, within the required timeframe.</p>	
<b>4. EGERTON PRIMARY SCHOOL</b>	
<p>The Chair reported that over the summer, the final paperwork had been put into place and the conversion of Egerton to become an Academy and join the MAT had been completed. There had been some last-minute issues around the lease for preschool and a few other matters around the legalities with lease with CEC and the common transfer agreement (CTA) – most of these had been worked through, and the conversion had happened, as planned on 1<sup>st</sup> September. The one issue that</p>	

had not been resolved was the lease for pre-school. Cheshire East had not been able to supply documentation on this. It was agreed to continue to pursue this matter, and if necessary, KMAT would put a lease in place.

The Chair invited Alison Hooper to talk to the Directors to give a general background to the ethos, culture and assessment of Egerton Primary School.

Mrs Hooper gave a presentation to the Board outlining and noting the following:

- Vision Statement for Egerton:  
‘Through dynamic teaching, a highly creative curriculum and supportive environment, every Egerton child gains a passion for learning. When combined with the knowledge, skills and values they develop, we enable our children to fulfil their potential as global citizens in an ever-changing world.’
- Egerton particularly focus on two aspects; i) quality of care within a child’s home environment and ii) access to early childhood care and education. There is a lot of hard work reaching families.
- ‘80% of KS2 children will go on to do jobs that don’t yet exist’ – this is particularly challenging when setting the curriculum. Quality of the curriculum is key to success.
- There is a respect culture at Egerton whereby everybody takes pride in the school rules.
- There is much emphasis on transition to secondary school, and working with the MAT will enable more attention in this area.
- Egerton work to a number of ‘sustainable development goals’
- Egerton Primary School is the oldest school in Knutsford with a partnership with a school in Kenya.
- The school has an International School Award and involve the pupils and staff in global work
- There is a focus on maths this year – a new maths teaching methodology (Singapore maths) has been brought in to increase maths understanding and improve the ability of the students.

*A Governor asked if there was any framework for judging success* Mrs Hooper responded by inviting the Directors to visit Egerton.

The Chair thanked Alison Hooper for this presentation and noted that ‘all-through’ education was now a step closer for the MAT.

## 5. COMPOSITION OF GOVERNING BODY AND GOVERNANCE MATTERS

### **Election of Chair, Vice Chair and Clerk**

The Chair, Mr Armstrong addressed the meeting stating that although he remained very much committed to KMAT, this year, due to personal circumstances, it would not be practical to be re-elected to the position of Chair. After discussion, Mrs Catriona Millson was nominated and voted in as Chair and Mr Armstrong was nominated and voted in as Vice Chair for the 2018/19 academic year. Mr Armstrong continued to chair this meeting and Mrs Millson would take over as Chair after the meeting.

The Directors wished to acknowledge the tremendous and determined effort and work that Mr Armstrong has given to his role as Chair over many years.

Nicola Phillips was appointed as Clerk to the Governors for the 2018/19 academic year.

### **Update on Members to KMAT**

In line with the recommendation from the DfE regarding a review of the Members of KMAT, much work had been done to review the Members of the Trust. It was reported that currently the Members of the Trust would be as follows:

Bob Armstrong

David Waugh, Head of Poynton



<p>employment or training). Directors acknowledged that this was a pleasing statistic.</p> <ul style="list-style-type: none"> <li>• <b>Egerton, standards and progress</b> – Directors noted that in general the progress in reading and writing was good. There was work to be done in mathematics and Mrs Hooper reminded the meeting that this was why a new mathematics programme had been selected this year. Directors were interested to see how this progresses throughout the year.</li> </ul> <p><i>A Governor noted that it would be useful to focus on some of the Egerton students and track data ‘all through’ their academic life; this would enable further analysis and work on the primary to secondary transition.</i></p> <ul style="list-style-type: none"> <li>• <b>Knutsford MAT, Human Resources</b> – Directors discussed a summary of HR data across the MAT. Of particular note was staff absence rates, <i>a governor asked if there was a way to measure the impact of sickness absences against the impact on education.</i> It was noted that there was further work and analysis to be done in this area – this will be discussed further by the Finance and Personnel Committee.</li> <li>• <b>Knutsford MAT, Finance</b> – Income vs expenditure and reserve levels were considered for this and the next three years. It was acknowledged that there was work to be done by the Egerton governors to review their 3-year forecast. Currently the reserve position by year 3 was forecasting a negative position by over 20% of the estimated income. It was noted however that for the current year the latest teacher pay rise and teacher pension contribution rates had not yet been adjusted. This should have a positive impact on this year’s position.</li> </ul> <p>It was reported that the recently agreed teacher pension contribution was much higher than had been anticipated. Current contributions are 16.8% and the new rate will be 23.6% - a 43% increase. It has been announced that the start of this new rate will be deferred until September 2019 (from March 2019), and consultations will begin to address how schools will be able to cover this increase. The ‘teachers’ pay grant’ has been introduced to help school cover the cost of the recently agreed teachers’ pay – but the formula is based on pupil numbers as oppose to actual teacher costs and the grant is, to date only announce for this and next year.</p> <p>Mr Cladingbowl noted that work on the format of this set of management data was under continuous review, but the committee agreed that the summaries provided had been informative and useful. It was reported that the second Sixth Form evening had generated a lot of interest and there were currently approximately 30 external applicants. It was reported that Mid Cheshire College were in the process of rationalising their provision, and as a result, were closing the Hartford Campus. This could be an opportunity to attract students to the provision in the Studio and/or Academy Sixth Form.</p>	
<b>7. REPORTS FROM LGB’s and WORKING PARTIES</b>	
<ul style="list-style-type: none"> <li>(a) <b>Finance &amp; Personnel Committee</b> – 24.09.18 minutes were received and noted.</li> <li>(b) <b>The Studio LGB</b> – 24.09.18 Minutes were received and noted</li> <li>(c) <b>Knutsford Academy LGB</b> – 17.09.18 Minutes were received during the meeting and governors were given time to read them.</li> <li>(d) <b>Egerton LGB</b> – 13 September minutes were received and noted. <i>A governor noted that discussions around increasing the PAN to 60 would only be possible once Egerton could confirm that there was space to accommodate the extra children.</i></li> <li>(e) <b>Egerton Finance &amp; Premises Committee</b> – the Clerk clarified that with regard to agenda item 8 and the comments around Stone King, that no errors had been made. The quote from Stone King for the conversion work was £9,700 and the final bill had come in at £9,065. There had been much work done above and over this amount, but negotiation had agreed the final bill at £9,065.</li> </ul> <p>With regard to the Egerton conversion, the clerk advised the Board that there was still no lease in place for the pre-school. Mrs Hooper has relentlessly been chasing Mark Bayley at Cheshire East for the documentation around this, but to date, it has not materialised. The Board agreed that instruction would be given to Stone King to draw up a lease if Cheshire East cannot provide the documentation – and this needed to be done as soon as possible.</p>	
<b>8. REVIEW ANY COMPLAINTS RECEIVED</b>	

It was reported that one formal complaint had been received to Knutsford Academy last term. This complaint had been to stage 2 – whereby a governor reviewed the complaint with the complainants. The complaint had not been upheld, however the school were continuing to work with the complainants to resolve their issues.	
<b>9. ANY OTHER BUSINESS</b>	
Mr McCluney informed the committee that Egerton Primary school governors were in the process of considering a model of wrap-around care at the school. It was hoped that this would provide a good service to the Egerton community and could be an opportunity bring some income into the school. Mr McCluney would update the next meeting on any progress.	<b>R McCluney</b>
<b>10. REVIEW &amp; FEEDBACK OF THE MEETING</b>	
None	
<b>11. DATE AND TIME OF NEXT MEETING - Monday 10<sup>th</sup> December 2018 – 4.00pm</b>	

<b>ACTIONS</b>
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<b>AGENDA ITEM AND ACTION</b>	<b>By When</b>	<b>By Whom</b>
<p><b>5. Governance Matters</b> The Board consider governor composition at the next meeting.</p> <p>The Board recommended that the Members agree to adopt the revised wording in the Articles of Association as soon as approval is given from the DfE.</p>	<p>To be discussed at the next meeting</p> <p>As soon as DfE approve revised wording</p>	<p>The Clerk (to add on agenda)</p> <p>Members</p>
<p><b>10 Egerton Wraparound Care</b> – Mr Robin McCluney to report progress, finding and plans to the Board.</p>	<p>For the next meeting</p>	<p>Mr R McCluney</p>
<b>17 DATE AND TIME OF NEXT MEETING – 10 December 2018</b>		