

**MEETING OF THE BOARD OF DIRECTORS****Minutes of the video conference meeting held at 19:45 hrs on 1 December 2020**

<b>Directors</b>	<b>Office</b>	<b>Term</b>
Andrew Armour <i>[from item 48]</i>		23/12/2020
Gary Benn		23/12/2020
Melissa Challinor	Vice Chair	23/12/2020
John Luke		23/12/2020
Sarah Mitchell	Executive Headteacher [EHT]	Ex-Officio
Andrew Taylor	Chair	23/12/2020
Liam Tobin	DPA LGB Governor	22/07/2023

*In attendance:*

Tom Bennett Clerk

\* *indicates absence***41/20 Apologies for absence**

None.

**42/20 Notification of AoB**

- Salix Loan

**43/20 Notification of business interests/ Self Declaration**

Gary Benn declared that his wife worked for GOMAT and he worked for Eddisons that provide services to GOMAT.

No other director declared a potential conflict of interest on any matters to be discussed at the meeting or that they have received or given hospitality or a gift that could be perceived to compromise their impartiality when dealing with matters for the MAT.

**44/20 Minutes**

The minutes of the meetings held on 3 September 2020 and the 16 November 2020 were approved as a true and accurate record of each meeting.

**45/20 Matters Arising**

All completed or covered on the agenda.

**MAIN BUSINESS****46/20 Governance****a) Directors**

The meeting noted the terms of office for the following Directors would end soon.

Andrew Armour		23/12/2020
Gary Benn		23/12/2020
Melissa Challinor	Vice Chair	23/12/2020
John Luke		23/12/2020
Andrew Taylor	Chair	23/12/2020

**Action**

Each Director confirmed they were content to be considered for re-appointment and it was **agreed** to recommend to the GOMAT Members the re-appointment of John Luke for the period to 31 August 2021, and all other Directors for a further four-year term.

Chair

**b) GCPA LGB**

The meeting noted the terms of office for the following GCPA governors would end soon.

Gary Benn	General Member		21/02/2021
Jan Menell	General Member		21/02/2021
Adele Peters	General Member	Chair	21/02/2021
Nicholas Rowe	Parent		21/02/2021
Amy Sargeant	Staff		21/02/2021
Natalie Starbuck	Staff		21/02/2021

It was **agreed** to re-appoint Gary Benn and Adele Peters as General Member Governors for a further four-year term.

It was **agreed** to confirm whether Jan Menel wished to be appointed for a further term.

EHT

A request was made by GCPA Chair to extend Nicholas Rowe's term to facilitate a hand over to a new parent governor as there had been a lot of change in this academic year. This was **agreed**. Nicholas Rowe is happy to continue until 31/08/21.

The meeting received and noted a "pen portrait" for Joanna Hancock who was interested in being a governor on the GCPA LGB. It was **agreed** to appoint Joanna Hancock as a General Member Governor should Jan Menell decide not to stand as a governor for a further term of office.

It was noted elections would first be run for the following governor positions prior to consideration by the Board:

Amy Sargeant	Staff
Natalie Starbuck	Staff

Staff governor vacancies to be advertised at GCPA and an election to be held if more than 2 members of staff express an interest.

EHT

**c) DPA LGB**

It was **agreed** to appoint Lin Stephenson as General Member Governor on the DPA LGB for a further four-year term following the end of her current term of office on 01/01/2021.

**47/20 MAT Development**

Confidential minute.

**48/20 Corporate/ Strategy**

*[Andrew Armour joined the meeting]*

- a) The meeting noted the previously circulated updated 2020-21 School Development Plans for each Academy recording the actions taken during the term and the progress made in achieving the five agreed priorities for the year.
- b) The meeting noted the updated Risk Register, circulated before the meeting, and those risks whose likelihood and impact had changed and the progress being made to mitigate the risks. All the risk registers had been reviewed by the Audit Committee at its meeting on 12 November 2020.

**49/20 COVID-19 19**

The meeting noted the previously circulated Re-Opening Risk Assessment Plans for each Academy that had been updated and amended in November to address issues identified / required changes since the return of staff and pupils in September.

## **50/20 EHT Report**

The Directors noted the EHT's termly report, circulated before the meeting.

## **51/20 Policies**

### **a) Academies' Remote Learning Policies**

The meeting received and noted the Remote Learning Policy for each Academy.

### **b) Attendance Policy**

The meeting received and **approved** the Pupil Attendance Policy.

## **52/20 Finance**

### **a) Management Accounts**

The meeting noted the Management Accounts for the year ended 31 August 2020 for the MAT, GCPA and DPA, the better than budgeted outturns and the explanations provided for the variances between the totals for the year and the approved budget.

### **b) Audit Findings Report to Trustees following the audit to 31 August 2020**

The meeting received and noted the Auditors' Management letter setting out their findings following the audit of the Annual Report and Financial Statements for the year to 31 August 2020. The auditors had presented their Management Letter together with the Annual Report and Financial Statements to the Audit Committee who had reviewed them in detail.

The Auditors had reported the preparation and audit of the Annual Report and Financial Statements had gone well, all the previous year's audit findings had been addressed, and there were no priority 1 and 2 audit findings for the current year.

### **c) Annual Report and Financial Statements for the year to 31 August 2020**

The meeting noted the previously circulated draft audited Annual Report and Financial Statements for the year to 31 August 2020. The Audit Committee had reviewed the draft Annual Report and Financial Statements with the auditors in detail and, subject to some minor changes to the text in the Annual Report, had agreed to recommend that they should be adopted by the Board of Directors.

It was **agreed** to adopt the Annual Report and Financial Statements for the year to 31 August 2020 including the Value for Money Statement in the Annual Report.

### **d) Requests for Expenditure above EHT Approval Limit**

There was no request for the approval of expenditure above the EHT approval limit.

## **ROUTINE BUSINESS**

### **53/20 Chairman's action**

The Chair and Vice-Chair reported that they had not taken any urgent action taken since the last meeting.

### **54/20 Correspondence**

No correspondence for the attention of the Directors was reported.

### **55/20 Committee Reports**

#### **a) LGBs**

- The meeting received and noted the minutes of the GCPA LGB meeting held on 29 September 2020.

- The meeting received and noted the minutes of the DPA LGB meeting held on 24 September 2020.

**b) Audit Committee**

Andrew Armour, the Chair of the Audit Committee provided an overview of the Audit Committee meeting held on 12 November 2020.

**56/20 Any other business**

**Salix Grant**

The EHT reported DPA wished to apply for a Salix Grant of up to £70,000 to fund the replacement of all the lighting at the school to LED lighting. The application, together with a de-carbonisation plan needed to be submitted 11 January 2021.

A grant was also available for the cost [in the region of £5,000] of the de-carbonisation plan. If the school was unsuccessful in its application for the grant, it would not proceed with the application for the Salix Grant.

It was **agreed to** apply for the both the Salix grant and grant to fund the preparation of the de-carbonisation plan.

**EHT**

**57/20 Date/time of future meetings**

It was **agreed** to hold an additional meeting before the next schedule meeting on Thursday 6<sup>th</sup> May 2021.

**Chair/  
Clerk**

**Approved by the Board on 6<sup>th</sup> May 2021**