

MINUTES OF THE ANNUAL GENERAL MEETING OF THE MEMBERS OF THE ACADEMY TRUST

Held on Monday 26th February 2024 at 7.15pm

Present: Diana Dean (as Company Secretary), Jane Walker-Smith, Annie Thomson, Richard Sullivan, Michael Smethers, Simon Walsh and Emma Smith

In attendance: Jo Wiles (Governance Professional)

1. Apologies for absence	No apologies received.	
2. Conflict of interest	No conflicts of interest were confirmed.	
3. Changes in Members since the last AGM – appointments and resignations	<p>It was noted that Andrea Caldwell is no longer a member and resigned in June 2024.</p> <p>Emma Smith is now a member due to the Role of the Chair of the Personnel Committee and was elected on 1 September 2023.</p> <p>Mrs Dean confirmed that once the register has been updated Mrs Walker-Smith and Mrs Smith will be invited to sign and it will then be sent to Companies House to advise of the changes.</p>	
4. To receive notification of any other business	Mrs Dean advised that there would be an item on the Funding Agreement.	
5. To receive any correspondence	No items were declared.	
6. Minutes of the previous meeting	<p>The minutes of the meeting held on Thursday, 26th January 2023 had been previously circulated, were approved.</p> <p>The signed minutes will be retained by Ms Dean for filing in the register.</p>	DDN
7. Matters arising from the minutes	No outstanding actions.	

8. Signing off the end of year accounts	This action has already been completed.	
9. Appointment of Auditors - Hillier-Hopkins	it was agreed to appoint Hillier-Hopkins for a term of 4 years and to then go out to tender. There is currently a further 2 years left before a tender will take place.	
10. Academies Financial Handbook Update	Members noted the changes in the latest edition of the Academies Financial Handbook Update and the governing body introduced a requirement for all governors to read and sign to confirm that they have read and understood these.	
11. Should members continue with the current level of delegation powers to the academy trust's governors?	<p>After noting the trust's objectives, the meeting considered whether these were being met and whether the current devolution of powers to its trustees/governors should continue.</p> <p>In view of the following;</p> <ul style="list-style-type: none"> • The outcome of November 2023 Ofsted Inspection • The School Evaluation Form, (SEF) contents and grade/s • The development plan which addresses key issues contained in the SEF. • Responses and reports from our School Improvement Partner and other similar partners/advisors. • Minutes of governing body and committee meetings • Reports from the Senior Leadership Team to the governing body's committees. • Internal and external audit reports • Fisher family trust/ ISR • Destination reports • External reviews • Observations reported from Learning Walks – Remote learning feedback given at Committee Meetings during the current restrictions. • Student feedback • Parent feedback • Improved attendance figures 	

	<ul style="list-style-type: none"> • Reports on Closing the Gap • Performance and other key indicators • The school continuing to sustain the number of first and second choices applications for Year 7 places particularly when against a diminishing demographic. • The school sustaining a healthy continued interest list despite the increased PAN. • The steps and measures the school is taking to address the continuing funding issues it faces and maintaining its contingency fund. • Increased assurance given by the internal audit arrangements. • The work the school is doing to monitor and protect the mental wellbeing of staff and students. • The retaining and attracting of quality teaching staff. • The upskilling of staff training encouraging and developing innovative strategies to support learning. • Successful bid to receive further funding for a new build to accommodate an increased PAN • The school is noted across county of its worthy contribution to support families who are financially struggling. • The Headteachers' invitation to attend Global inclusive school forum UNESCO. • Increase in Progress 8/ attainment scores. <p>Members concluded that the current levels of delegation should continue.</p>	
12. Governing body update	<p>The following resignations were received:</p> <ul style="list-style-type: none"> • John Whitby – December 2023 • Grant Schmidt – December 2023 <p>New appointments include:</p>	

	<ul style="list-style-type: none"> • Will Dean, Staff Governor appointed 10th November 2023. • Jez Farmer, Parent Governor re-appointed on 18th November 2023 • Angie Farrance – Parent Governor appointed 31 December 2023 • Daniel Seeby – Parent Governor appointed 31 December 2023 • Chloe Charlton – Parent Governor appointed 31 December 2023 	
13. To receive any other business	<p><u>Funding Agreement</u></p> <p>Mrs Dean advised that they need to apply for a significant change to the government as a result of the increasing student numbers and the need for additional buildings in order to accommodate.</p> <p>The application includes details of the LEA approaching the school to consider permanent increase of pupil numbers and the funding that they are providing to accommodate the increase.</p> <p>It was agreed that the application will be submitted as soon as possible and the contract agreement with the LEA in terms of the additional numbers and funding will not be sent until approval in the significant change application has been approved.</p> <p><u>New Build</u></p> <p>Ms Thomson advised that discussions are continuing around the potential use of the new build.</p> <p>The current plans of the new build would be to develop a multimedia provision including computing and ICT which could potentially need to be relocated and a Prince's Trust area.</p> <p>Ms Thomson reported that the Insurance Money received of approximately £40k from the flooding would be used to refurbish the English classrooms. There are discussions underway to potentially move the current SEND department, Drama and the KS3 and</p>	

	<p>KS4 suites and a further update will be given when all options have been explored.</p> <p><i>What is the potential location of the new building?</i></p> <p>Mrs Dean advised that consideration is being given as to whether the new build should go where the current courts are or where the jubilee gardens is located.</p> <p><i>What are the plans for September?</i></p> <p>Mrs Dean replied that the plans for September are to refurb the Seacole Classroom and for an additional food technology room due to the growing student PAN.</p>	
14. Date and time of next meeting	<u>To be confirmed</u> – it was agreed the AGM will take place following the first F&R committee meeting of the Spring term 2025	JWS
15. End of meeting	The meeting ended at 6.45pm	