

Minutes of a Trust Board meeting held on Thursday 7th December 2023 at 10am at Bridge Head Office

Present		In attendance		Apologies	
Maria Ashurst (Chair of Trustees)	MA	Matthew Symonds (Chief Financial Officer)	MS	Jane McFall (Vice Chair of Trustees)	JM
Adrian Massey (Chief Executive)	AM	Julia Stoneman (Clerk to the Board)	JS	Sally Crabb	SC
Nick Hart	NH	Misty Nicholls (via Teams)	MN	Judith Goodchild	JG
Rebecca Evans	RE	Louise Gilbert (Deputy CE)	LG		

Acronyms:	
GAG – General Annual Grant	KCSIE – Keeping Children Safe in Education
SRMA – School Resource Management Advisor	RI – Requires Improvement
ESFA – Education and Skills Funding Agency	CIF – Condition Improvement Fund
UISFM – Universal Infant Free School Meals	DFC – Devolved Formula Capital
PA – Persistent Absence	LGPS – Local Government Pension Scheme
ATH – Academy Trust Handbook	DSL – Designated Safeguarding Lead
	EWO – Educational Welfare Officer

		Action
1. Welcome and apologies for absence	Apologies were received and accepted from Jane McFall, Judith Goodchild and Sally Crabb. It was confirmed that the meeting was quorate.	
2. Opportunity to declare an additional conflict of interests	The register of interests had been circulated. NA told trustees that he is no longer involved with Sterts.	1 Clerk
3. Minutes of the last meeting	The minutes of the meeting held on 9 th November were taken as a true and accurate record of proceedings.	
4. Any matters arising	It was confirmed that all actions are in hand. The action for the LGB chairs' meeting to be carried forward, as the meeting had not gone ahead.	
5. Finance	Trustees confirmed that they had received the P2 Finance update. <i>See appendix.</i> Trustees welcomed Misty Nicholls from Griffin Accountants to the meeting. She joined via Teams. Trustees confirmed that they had received the end of year accounts and the audit documents. <i>See appendix.</i> Trustees approved the accounts, and they were signed off.	
6. CE report	Trustees confirmed that they had received the CE report which had been previously circulated. This included attendance reports, census data and updates on premises, health and safety, HR, GDPR and IT. <i>See appendix.</i>	
7. Autumn term committee minutes	Trustees had received the minutes from the Ethos Committee, Education and Standards and Audit and Risk. <i>See Appendix</i>	
8. Policies	Trustees approved the health and safety policy and the flexible working policy.	
9. AOB	There was none.	
In order to evidence that trustees are providing challenge to the leaders these questions are highlighted in the minutes		

The meeting was closed at 12.15pm

Action Point	Governor/Clerk	Action point to be addressed	When	Action update
Actions from this meeting: 7th December 2023				
1	Clerk	Update register of interests		
2	Adrian	Details on staff who have progressed through the Trust on the next staff turnover and attendance report		
Actions carried forward from 9th November 2023				
2	Maria and Rebecca	Work on EDI	January	