



SALTERNS ACADEMY TRUST

Minutes of the Annual General Meeting of the Salterns Academy Trust held as follows:-

Date: Wednesday 29 January 2020

Time: 6pm

Venue: Trafalgar School, London Road, Portsmouth PO2 9RJ

Present:

Trust members Scott Taviner, Independent

Trust Directors Steven Labeledz, CEO
Andy Cree, Chair and Independent
Paul Hayes, Vice-Chair and Independent
Amanda Barrett, Independent
Jo Bennett, Chair of Trafalgar LGB
Claire Copeland, Headteacher, Trafalgar
Nys Hardingham, Headteacher, ALNS
Tania Osborne, Chair of ALNS LGB
Maria Phillips, Independent

Also in attendance Louise Lake, Clerk

1. Welcome and introduction

- 1.1 The Chair welcomed Members and Directors to the AGM and confirmed the meeting was quorate.
- 1.2 The AGM noted that at the Members' meeting that preceded the AGM, a full update on activity over the past year had been provided.

2. Apologies for absence

- 2.1 The AGM noted that there were no apologies.

3. Minutes of the last AGM held on 30 January 2020

- 3.1 The AGM considered the minutes of the AGM held on 30 January 2020.
- 3.2 The AGM agreed the minutes as a correct record and requested that they be signed by the Chair.
- 3.3 In relation to the action whereby the Chair and CEO were required to look at the current skill set of the Trustees and seek to fill the Director vacancy (now two) accordingly, it was noted that this was in hand.

4. Annual Report

- 4.1 The AGM received the Annual report. It was noted that the Report had been discussed at length at both the Trust's Audit and Finance and Resources Committees. Some changes had been made and these did not appear to have been reflected in the circulated version. The CEO noted that it was possibly an earlier version that had been circulated although undertook to check the copy that had been submitted.
- 4.2 The Trust Annual report was approved by the Trustees before being submitted to Trust Board Members who received the report.

ACTION: The CEO undertook to check the copy of the Annual Report that had been submitted to ensure amendments made at the Trust's Audit and Finance and Resources Committees had been incorporated.

Subsequent to the meeting, the CEO confirmed that the version loaded onto the DfE website did not include all the suggested amendments

5. Confirmation/Reconfirmation of Director appointments

- 5.1 The Members present reconfirmed the appointment of the following Directors:-

Steven Labeledz, CEO
Andy Cree, Chair and Independent
Paul Hayes, Vice-Chair and Independent
Amanda Barrett, Independent
Joanne Bennett, Chair of Trafalgar LGB
Claire Copeland, Headteacher of Trafalgar
Flick Drummond, Independent
Nys Hardingham, Headteacher of ALNS
Tania Osborne, Chair of ALNS LGB
Maria Phillips, Independent

- 5.2 It was noted that there were two outstanding vacancies and it was possible to fill these **by the Board with coopted directors** without the need to confer with Members. It was further noted that the Regional Schools Commissioner was keen to discuss the composition of the Board.
- 5.3 Concern was expressed that quoracy could be impacted by carrying two vacancies particularly given that staff could only make up a certain proportion of the Board.

6. Election of Chair

- 6.1 There being one candidate, and following a unanimous show of hands amongst those present, Andy Cree was duly elected Chair.

7. Election of Vice Chair

- 7.1 There being one candidate, and following a unanimous show of hands amongst those present, Paul Hayes was duly elected Vice Chair.

8. Reappointment of the Auditors

- 8.1 The Directors received a recommendation for reappointment of the current auditors HWB.
- 8.2 The suggestion was made that it would be prudent to consider changing the auditors on the basis they had worked with the Trust since 2014 and it was best practice to have a 'fresh pair of eyes' after a period of time.
- 8.3 After discussion, it was agreed that Steve Labeledz, Maria Philips and Karen Tyrell be requested to conduct a full review. This should cover consideration of the Trust's Audit requirements and those companies that could provide the appropriate level of service. The working group are requested to then report back to the November Audit Committee, with a view to consideration being given to the proposal at the December Trust Board and a recommendation being presented to next year's AGM.

ACTION: A working party (SL/MP/KT) to present options to the Audit Committee in November so that a recommendation for an Audit provider can be made to the AGM in January 2021.

9. Annual update

(a) Chair's update

9.1 The AGM received an update from the Chair on activity over the last year.

9.2 The Chair focused on two main areas, namely the hard work of the staff and Board over the last year which has delivered an improvement in terms of performance and, a high number of accolades received and secondly, the future of the Trust. The importance of achieving financial stability for the Trust was emphasised.

(b) CEO's update

9.4 The AGM received a written update from the Chief Executive on activity over the last year.

9.5 The CEO's update covered achievements and performance and future activity.

9.6 In response to questions, the following points were noted:

- That whilst it may be a challenge to 'ensure that, over a two year period, boys' achievement is at or above the national average for progress', predictions for the next year were good and in addition, it was important to continue to have challenging targets in place;
- With reference to the Strategic Resource Management Advisor report, the suggestion was made that it be described as 'constructive' (rather than 'positive') since some suggestions were made within the report although the Trust made a conscious decision to take a different approach.

10. Any other Business

10.1 There was no further items for discussion.

There being no further business, the meeting closed at 6:45pm.

Signed

Chair.....Date.....