

Haileybury Turnford

AGM

Haileybury Turnford

Tuesday 7th December 2021 @ 6.30pm

Via Videoconference

MINUTES

Membership: Simon Boyden
Alan Pilgrim *Chair & representative of the sponsor member*
Michael Gatenby
Catrin Mills
Stuart Westley

Also in attendance: Lynn Aldrich Clerk/Governance Professional
Jane Howard School Business Manager
Russell Matcham Chair of Governors
Robin Newman Principal

Item	MINUTES
1.	Welcome and confirmation of the chair, quorum and voting process
	Michael Gatenby was absent. Stuart Westley joined at 6.45pm. Quorum is 2 of 5 members present, which is satisfied. Voting shall be by a show of hands.
2.	To receive the audited annual accounts to include the annual report on performance over the last year in terms of meeting the charitable objective of the trust and the vision, financial and educational performance of the trust.
	The draft audit report was shared with the members in advance. The report has been scrutinised by the Finance & Resources committee and presented to the trustees at the FGB meeting. The finances are robust and the figures accurate, trustees were reassured with the financial position of the school. There are some textual corrections to be made to the draft by the auditors; the members received and accepted the report and were satisfied that the trust was meeting its charitable objectives as agreed. The final version of the report will be shared with members once received.
3.	To discuss Governance review report

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Signed:.....

Members received the governance report prepared by the chair of trustees in advance. The trust board has been strengthened through the addition of three new trustees and an experienced co-opted governor to chair the Finance & Resources committee. This ensures continuity and transition as other trustees approach the end of their terms of office next year. An external review of governance has been commissioned and the draft report has no great concerns, the final version will be shared with the board and used for planning and strategy. The board is supported by an experienced governance professional and by Catrin Mills who provides legal expertise to both the school and the trustees.

Q. Is there a sufficient spread of skills within the board and are there gaps to fill?

There is a good spread of skills, the addition of a trustee with marketing, communications and branding would be a strength. The board has much commercial experience including legal, accountancy, capital development and estates planning. The board tries to reflect the diversity of the Haileybury Turnford community; however it is essential to have the right people around the table.

The members were satisfied with the skills mix and collegiate strength of the trustees.

Consideration of a special resolution

To amend Article 64 of the Haileybury Academy Trust articles which currently states:

The term of office for any Trustee shall be four years, save that this time limit shall not apply to any post which is held ex officio or any post elected annually. No Trustee shall serve for more than 3 consecutive terms and shall not be eligible to be re-elected after they reach 70 years of age (excluding the Chairman or Vice Chairman of Trustees or such other office holders as the Trustees may determine). Subject to remaining eligible to be a particular type of Trustee, any Trustee may be re-appointed or re-elected at a General Meeting.

The proposed amendment of Article 64 would remove the text relating to an upper age limit for election/re-election of a trustee; the rationale is that the current Article prohibits the Trust benefiting from the continued experience of Trustees. With people working longer and retiring later, it seems appropriate to remove the age by which a Trustee may be eligible for re-election.

The amended Article 64 would state:

The term of office for any Trustee shall be four years, save that this time limit shall not apply to any post which is held ex officio or any post elected annually. No Trustee shall serve for more than 3 consecutive terms. Subject to remaining eligible to be a particular type of Trustee, any Trustee may be re-appointed or re-elected at a General Meeting.

The members were content with the wording and change of the Article.

The proposed change and the reason for it will be sent to the DfE for written consent.

The members were satisfied and approved the change of Article 64, following consent to change received from the DfE.

4.	Presentation on major plans/outlook for the year ahead including plans for growth
	The Principal shared his report with the members in advance of the meeting.

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	<p>In future the members would like to see benchmarking and data to enable comparison of exam performance, absenteeism etc.</p> <p>The Principal agreed that this had been difficult to demonstrate over the last 2 years due to the pandemic but several external reviews/visits for the school have given confidence to the senior leadership team in the results generated.</p> <p>The current school self-evaluation form would be a 'good' judgement and a visit from Ofsted is expected and welcomed.</p> <p>Q. It's good to see that the school has overcome challenges, do you feel supported by the board?</p> <p>The Principal felt that both the school and the senior leadership team were very much supported by the board, which had continued to meet throughout the last 18 months via Zoom.</p> <p>Q. Have you learned lessons over the last 2 years that you hope to continue using in practice?</p> <p>The Principal absolutely agreed that this was the case, there was a rapid change demanded and delivered by the senior leadership team, with the introduction of remote learning and live lessons provided by staff during the second lockdown.</p> <p>The student body was resilient and learned to become more independent.</p> <p>Safeguarding measures became more effective than pre-pandemic, to cope with the extra challenges and to support vulnerable students.</p> <p>The staff have shown dedication and thoroughness to the challenges, with the trust and loyalty of families to the school, increasing over the previous 2 years.</p> <p>The Principal is challenged and supported through the committees and at board level.</p> <p>The report was received and approved by the members.</p>
5.	Q&A: to include those from parents and other stakeholders
	There were no further questions from the members or other stakeholders.
6.	Appointment/re-appointment of auditors
	<p>The trustees recognised that best practice recommends the school retender for auditors at least every 5 years, as suggested in the Academy Trust handbook. Since Price Bailey have been the auditors since 2015 the retender process will take place in the new year to ensure quality and value, with the present audit firm invited to reapply.</p> <p>Once the process is complete the auditors will be appointed.</p> <p>The members were satisfied with the procedure and will accept the recommendation from the process.</p> <p>The meeting was then closed.</p>