

Trust Board Meeting 21st July 2022

A meeting of the Trust Board of All Saints Schools Trust took place on Thursday, 21st July 2022 @ 4.30pm – via video conference

In attendance

Name	Initial	Role	
John Atkinson	JA	Observer	Present
Russell Ayling	RA	Trustee	Present
Melanie Barrow	MB	Trustee/CEO	Present
Nancy Ford	NF	Trustee	Present
James Hargrave (Chair)	JH	Trustee/Chairman	Present
Amanda Hull	AH	Trustee	Present
Thomas Jarrett	TJ	Trustee	Apologies
Paul Kirkwood	PK	Trustee	Apologies
Peter Robinson	PR	Trustee	Present
Ben Sear	BS	Trustee	Present
Jill Wright	JW	Trustee	Present
Paul Parslow-Williams	PPW	DCEO	Present (part)
Karen Preece	KP	CFO	Present
Odile Wladon	OW	Clerk	

Meeting Attendance record:

Date	RA	MB	NF	JH	AH	IH	TJ	PK	PR	BS	JW
16.09.21	✓	✓	✓	✓	✓	X	X	✓	✓	✓	✓
04.11.21	✓	✓	X	✓	✓	X	✓	X	✓	✓	X
09.12.21	✓	✓	✓	✓	X	✓	✓	✓	✓	✓	✓
27.01.22	✓	✓	✓	✓	X	X	✓	✓	X	✓	✓
03.03.22	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓
12.05.22	✓	✓	✓	✓	✓	X	✓	✓	✓	✓	✓
16.06.22	✓	✓	✓	✓	✓	n/a	✓	✓	✓	✓	✓
21.07.22	✓	✓	✓	✓	✓	n/a	X	X	✓	✓	✓

Minutes:

Item	Description
1.	Apologies for Absence Apologies were received from PK and TJ. The apologies were accepted.
2.	Declarations of Interest in subsequent agenda items None were received.
3.	Minutes of the meeting held 16th June 2022: The Minutes were accepted the minutes as a true record of the meeting.
4.	Risk Management: One part updated – On the suggestion of the HR advisory service, information

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	regarding stress and how the Trust deal with this has been included.. This is the only change to the risk management plan.
5.	Safeguarding: During recent inspection safeguarding was described as exemplary.
6.	GDPR: Trustees noted there have been no reports since the June meeting.
7.	<p>Reports:</p> <p>(i) CEO</p> <ul style="list-style-type: none"> • NF was thanked for visiting Thorndon School with MB. • Recent leadership conference at Fressingfield Baptist Church. <i>PPW lost connection at this point</i> • Fressingfield Ofsted – one day inspection. Report is positive. The school was well prepared for safeguarding. The deep dives carried out by the Trust helped prepare the staff alongside the original visits to schools by John Atkinson. All progressed smoothly. Some major points were raised. This was a one day Section 8 inspection. Remained good with outstanding aspects. The learning from the deep dives that have taken part at the two trust schools can be shared across the Trust and is invaluable learning. <i>PPW rejoined</i> <p>Trustees enquired how the SLT at Fressingfield coped with the inspection.</p> <p>PPW stated that the SLT at Fressingfield were grateful to have support from other leaders to prepare for the inspection. The support allowed the staff to show what they were capable of.</p> <p>RA – pointed out that the work carried out on deep dives is supporting the process.</p> <ul style="list-style-type: none"> • Following the ceasing of the pre-school at Stradbroke, the Horsa building will be upgraded as a learning space/second hall. There are no asbestos tiles therefore the floor will have a layer of screed and new lino laid. The intention is to open an early years base in September 2023. <p>Trustees asked if it is time to have a nursery strategy for the Trust.</p> <p>MB – Eye were lucky that newly appointed Head at Eye is an early years specialist. It is possible for the Trust to look at this. There was limited notice for the closure of Stradbroke and this has meant that preparations could not be put into place to bring provision forward earlier.</p> <p>MB – will contact Suffolk County Council to advise the school will be taking nursery aged pupils and DfE to fast track an age range change.</p> <ul style="list-style-type: none"> • Laxfield – car park. MB has received legal advice that it would be more beneficial for the Trust to take ownership of the land. EV points will have to be installed. <p>Trustees asked who would be providing the power for these with a new meter. MB – this is where the charge will be coming in. JA and OW gave information on newly installed EV points in the area and how these are funded. The information on this will be beneficial when the car park at Stradbroke comes forward.</p>

Item	Description
	<ul style="list-style-type: none"> • IT tender – KP working through information on filtering on broadband, a meeting between KP, JH and PPW will take place. • Strategic Away Day has been organised for 17th November 2022. • Governors’ conference – can be streamed and recorded for accessed later. An announcement will be made on Governor Hub to advise all governors. • Thorndon – a TACF bid has been submitted. An outcome is expected at the end of the month. • Regional Schools Director will be visiting in October and MB will meet him at Great Whelnetham. <p>(ii) Chair – no update.</p> <p>(iii) Finance & Audit Committee</p> <ul style="list-style-type: none"> • Reviewed the internal audit and noted the minor points raised. Websites were highlighted and this links to SOD. • Management Accounts were reviewed and minor issues with Wortham noted, there were electricity costs which are being reviewed. • BFR return has a deadline for submission 26/7, Schools choice are working on it. Trustee approval will be sought via email. • Central Staff and the funding structure will need to be reviewed moving forward. • Central services were reviewed, they are recommended for approval most of which are funded from the top slice, no major changes apart from payroll and HR. Trustees approved these.
8.	<p>Policies for approval: Business Continuity Plan - Approved and will be updated once Imogen Wallis leaves post at the end of August.</p>
9.	<p>Data Analysis: Phonics, KS1 & KS2</p> <ul style="list-style-type: none"> • Trustees reviewed the outcomes of the SATs results. • It was noted that some schools exceeded expectations. • Charsfield results were down due to a moderation of writing which brought the results down. MB & PPW will be visiting the school in September. • Some papers from Dennington were lost in transit therefore there are gaps in the results for these areas. • Trustees asked that the number of pupils be shown against each school as this would make information more useful. • Trustees noted that KS1 are teacher assessed and submitted. It was noted that each school can drill down into demographics and governors should be challenging leaders for this. It is likely that the results will form the basis of deep dives in future Ofsted inspections. • JA will be running ASP training sessions in November, one for leaders and the other for governors.
10.	<p>Trust expansion: No update since last meeting</p>

Item	Description
11.	Deep dive: Schools were advised to embed phonics schemes and this has been achieved Trustees noted the key points as highlight in the appendix.
12.	Trustees expressed their thanks to MB, KP and OW and the central team for their hard work over the year
13.	Date for meeting: 15th September 2022

Meeting closed at 17.50

Signed: _____

Date: