

# ACES ACADEMIES TRUST

Minutes of the MAT Meeting held on 6 November 2018 at 5.30 pm - Community Reception Meeting Room,  
Hinchingsbrooke School

<b>Present:</b>	
<b>Chair:</b>	Brian Message (BM)
<b>CEO:</b>	Andrew Goulding (AEG)
<b>Finance Director:</b>	Dave McMillan (DRM)
<b>Directors:</b>	Paul Fenney (PF) Bev Curtis (BJC) Gary Weston (GW)
<b>Members:</b>	-
<b>In attendance:</b>	Debbie Warner (Minutes)

1.	<b>Welcome and Minutes of the last Meeting (BM)</b>
	Apologies were received and accepted by Cliff Fluet and Charles Glanville. DRM circulated forms of pecuniary interest for Directors to complete. The minutes of the last meeting were agreed and signed off by the Chair.
2.	<b>CEO Report</b>
	<p>AEG provided an update to Directors on Cromwell Academy and Hinchingsbrooke School.</p> <p><u>Cromwell</u> Hannah Connor-James has made a very good start. AEG thought she had dealt with some tricky issues very well. Good staff appointments had recently been made. The governing body is operating effectively and are using Hinchingsbrooke's model of sub committees. A Director made the point that the report reads very well but would be good to highlight some of issues as well as good points.</p> <p><u>Hinchingsbrooke</u> A few members of staff on long term sick. All points on SDP are being worked on. Pay review committee has taken place. First meeting of working party has taken place. BM had recently attended WoW planning day. The day itself is planned to take place on 29<sup>th</sup> March and all Directors are encouraged to attend. Fiona McGonagol from The Skills Service also attended and will supply a list of contacts for Kate Tandy to follow up. Marketing brochure is now available and AEG circulated to governors and added that it is aimed predominantly towards primary schools. Sixth form prospectus is ready for the open evening which AEG showed to Directors. AEG has been in contact with potential directors but has not yet managed to find anyone suitable and willing. AEG in process of contacting primary schools. Meeting booked with Deputy RSC.</p>
3.	<b>Finance Report</b>
	<p>DRM provided a financial update. Based on last year's figures Hinchingsbrooke has surplus of £110,000, HSSP £30,000, HBK Leisure £32,000 and Cromwell £160,000. Awaiting draft set of accounts with AGM scheduled to sign off accounts. Teacher pensions to be funded by government. Pay award take effect from 1<sup>st</sup> September and will be backdated in November's salaries.</p>

Signed  
Date

	<p>Business plan to be put together to take over commercial aspects of Hinchingsbrooke.  HBK Leisure now has 400 members.  Chartwells contract up for renewal in 2 years' time.  Hinchingsbrooke to utilised PAC more.  Applications for CIF have been submitted for the roof in middle school and to demolish the Art/DT and currently working on the bid to replace fire alarm system – needs to be submitted before 7<sup>th</sup> December.  Adult Learning is being looked at as part of the review for income generation.  Discussion over staff receiving access to sports facilities as part of staff wellbeing. Trial for 12 months but to be aware it is likely to be considered a benefit in kind and therefore may have cost implications. Check with auditors.</p>
4.	<b>Due diligence policy and principles for growth</b>
	<p>AEG advised that principles for growth have largely been agreed by email.  AEG has written the policy with a check list provided by Winkworth Sherwood. Directors thought it was a very good document. Might be better to put an emphasis on partnership or include sellers due diligence to speed up process.  It was agreed no change to the document at present but to bear in mind due diligence.</p>
5.	<b>Succession planning</b>
	<p>BJC and BM had met to discuss succession planning for the Principal and CEO role of the MAT.  Finance meeting scheduled to discuss financial ramifications.</p>
6.	<b>New directors</b>
	<p>BM advised that more directors need to be recruited and this should be a priority.  It would be preferable to appoint an education lead to replace Robin Gildersleeve and another director to chair the audit, risk and compliance committee.  Rawlinsons may be aware of a suitable candidate for audit and risk.  Chamber of Commerce may know someone of interest or someone from Hinchingsbrooke Hospital. DRM to investigate.  Additionally there are only 2 members of the board MB and CG.  The meeting with RSC may also be able to identify suitable people.  DRM to enquire with Academies Ambassadors  PF consider someone from Kimbolton school.  A discussion regarding director rotation as all are on a 4 year term. A director will need to stand for re-election to move the end of term out and create a natural spread.</p>
7.	<b>MAT expansion</b>
	<p>BM &amp; AEG had a conversation with CAST but to merge with ACES was not their preferred option at present.  DRM to prepare map and in the next few weeks with to include schools within 35 mile radius.  Vandkyke working on expansion at present so MAT consideration has probably taken a back seat.  The Directors agreed that it was necessary to look at all options in respect of the future of the MAT, including joining a larger existing MAT.  AEG &amp; BM are to meet with CAM Trust to explore partnership opportunities.  AEG &amp; BM are to meet with a representative of the RSC to look at potential options for the MAT.</p>
8.	<b>AOB</b>
	<p>GW confirmed date of TRA professional standards for former Headteacher of Cromwell. He thought it is likely to receive a lot of coverage. It was agreed to have a press release in preparation and AEG will arrange for this.</p>

Meeting finished at 8.00 pm.

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ACTION POINT	RESPONSIBILITY	BY
Follow up with Kate Tandy for contacts from The Skills Service	Clerk	asap
Check benefit in kind implications for staff using gym facilities	DRM	Meeting with auditors
Make contact with identified companies for potential directors to the Board	DRM	asap
Meeting with primary school Heads	AEG	asap
Prepare map - 35 mile radius of schools for MAT expansion	DRM	asap

Signed  
Date