



THE BOARD OF TRUSTEES

PUBLIC MINUTES

Date	:	Thursday, 11 February 2021
Time	:	16:00
Venue	:	Virtual via Zoom
Present	:	Clive-Anthony Douglas Trustees / Chair Mohammed Mamun Trustee Phillip Minns Trustee / Vice-Chair Patricia Regis Trustee John Rolfe Trustee Rosemary Tehrani Trustee
In attendance	:	Tom Canning OBE Chief Executive Officer Sarah Lack Deputy CEO Steven Lock Chief Finance and Operating Officer Rose Nelson Finance Specialist Tim Packham Clerk

The Code of Conduct for Trustees requires Trustees to be honest and open with regard to conflicts of interest (either real or perceived). Trustees must not use their position for personal gain in business, political or social relationships. Therefore, a Trustee who has, or may be perceived to have, such a personal interest in a particular matter under consideration should declare that interest, withdraw from all discussions relating to it and take no part in any vote on such matter.

Items marked * are those in which a majority of Trustees may have an interest because of some shared attribute. When considering these items, Trustees should aim to achieve a balanced view, paying particular attention to the sources of information and advice, and remind themselves of their duties as Trustees and to act in the public interest.

1. MEETING OPENING

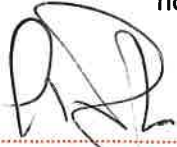
- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 Apologies had been received from Asha Choolhun and Carly Clarke and accepted by the Board.
- 1.3 The Clerk noted that the meeting was quorate.

2. DECLARATION OF INTERESTS, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA

- 2.1 There were no declarations of interest on any item on the agenda.

3. CONSTITUTION AND MEMBERSHIP LIST

- 3.1 Trustees were asked to consider the re-appointment of Patricia Regis [PR] as Trustee for a further four-year term with an appointment date of 16 February 2021. PR was not in the meeting at the time the re-appointment was discussed.


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- 3.2 PR was recommended to Members to be reappointed for a further term and this by a unanimous decision.

4. PUBLIC MINUTES OF THE PREVIOUS BOARD MEETING AND ACTIONS ARISING

- 4.1 The minutes of the Board Meeting held on Thursday, 17 December 2020 were **AGREED** and **RATIFIED** as a correct record.

5. MAIN BUSINESS

- 5.1 Report from the CEO.

The CEO presented his report on what actions the Trust has taken since the last meeting.

Prior to lockdown headteachers were preparing plans to deliver high quality remote learning. Families who could access digital learning platforms had been identified and families who needed access to laptops, connectivity or hard copies had been supported.

It was noted that the impact of this pandemic has been enormous with economic, social, and health wellbeing concerns and not just for the children.

The gaps in learning won't be known until after a full assessment is carried out after the 8th March.

TC acknowledged it has been a difficult year especially with the number of stop and starts. People have lost jobs, needed to use foodbanks, been furloughed and also the bereavement in the community is high.

TC stated that recent feedback across the Trust shows parent/child engagement levels are at 85%. We know that 15% of our children are not engaging through the online learning platforms and this is followed up daily.

Schools remain open for children of key workers and those who are vulnerable. Daily attendance rates across the schools ranges between 10-15%

All of our schools are looking forward to the proposed March 8th restart for schools. We have much to do to address the gaps that will be present in the learning. Our children want to get back into routine, safety, and the joy of being with friends. It's been a very challenging time for all, but we look forward to a happy and brighter summer term.

Trustees thanked the CEO for his report.

- 5.1.1 The Deputy CEO gave a verbal update covering both Safeguarding and Remote Learning.

Robust systems are in place to provide safeguarding across all schools and Safeguarding is compliant in every school. All staff are undertaking dedicated training such as Prevent, FGM and KCSIE. The Deputy CEO will be carrying out her termly Safeguarding review after half term. This will be reported on at the next meeting.


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A full summary of the remote learning provision was shared with trustees.

To support home learning, a number of devices, including hardware, free broadband and ethernet have been provided to families where they were needed.

3% of children across the Trust have not been in Contact by our staff.

There is a variety of online learning. Every school has a bespoke service for the parents to get help if required. All children are following the national curriculum.

An invitation was made by the CEO for trustees to join live assemblies. SL will contact headteachers and links will be circulated.

Trustees thanked the Deputy CEO for her report.

The Chair noted that all the schools are at 20% above the national average for English and Maths. This is a phenomenal achievement considering the restraints.

The Chair asked how many minipads had been given out. SL informed the board that more devices are coming. Between 37-40 for each school, the Local Authority has provided 4.

The Chair asked what the support is like for teachers within the trust and could he have some examples as it is not easy to teach through a mobile phone. It was noted that all teachers and Teaching assistants have been given devices.

5.2 The Board to receive the Consolidated Management Accounts for December.

The board received a presentation from RN. It was noted that working with all schools and following policies and procedures that are in place, it will give good internal controls with a strong and effective management system at The Boleyn Trust.

It was noted the roll has dropped by 1% which is 42 children. Work is being done to look at trends and demographics. The accounts go back to ESFA in July.

Because of Covid schools have been actively working with parents to see who is eligible for: -

FSM (Free School Meals)	29.4 %	Up 177
EIICP (Educational Health Care Plan)	2.2%	Up 9
SEN (Special Education Needs)	9.2%	Up 39

The overall financial position was shared with trustees with a projected forecasted surplus of £1,611K

Q: Nina - asked if the forecasted figure was because of the pandemic with some schools not being open. RN explained that it was due to a number of factors


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Total funding for the Trust is £32.550m. Some schools provide additional services too. Staffing costs are lower than budget for and some planned recruitment has not taken place. Also, Agency costs have dropped and the impact of pandemic.

Cleves	£33k	
Monega	£92k	Reduction of staffing
Rosetta	£83k	& Agency costs
Tollgate	£25k	

CAD asked the position at Ravenscroft. Rn explained that a number of agency staff have become full time staff have used Agency staff occasionally. The expenditure has been lower than budget by £193k. There are other reasons too such as not having to purchase resources.

CAD asked if the maintenance plan would be deferred to a later date. RN confirmed it would be.

RN presented the management accounts for January. The overall Financial Position for January is an in-month surplus of £205k for the Trust (positive variance of £109k to Budget). TC commented that the overall commentary shows the Trust is in a really healthy position. CAD stated that with reducing agency and staffing costs the Trust can go forward with no red flags.

5.3 The Trustees ratified the following re-appointments to Local Governing Boards

5.3.1 Ravenscroft Primary School

5.3.1.1 Ms Anush Degoyan (01/04/2021)

5.3.1.2 Mr Graham Folkes (01/04/2021))

5.3.1.3 Ms Patricia Regis (01/04/2021)

5.3.1.4 Ms Jakira Rowsah (01/04/2021)


6. STANDING ITEMS

7. ANY OTHER URGENT BUSINESS

6.1 A Trustee reported there had been some system glitches whilst they were trying to complete an online learning package. Steven Lock advised he would investigate this issue.

It was also noted that the DBS renewal service would be set up automatically.

It was agreed that Trustees would receive two presentation from two at the next Board meeting from the Headteachers from Ravenscroft and Rosetta. The topic will be Black Lives Matter Board. One school will be post Ofsted inspection and the pre inspection and on how to move from a 'Good' grading to 'Outstanding'



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8. DATE, TIME AND VENUE OF NEXT MEETING

8.1 The date of the next Board Meeting will be communicated to Trustees.

There being no further business, the Chair thanked everyone for attending and the meeting closed at 17:50pm



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