THE RUTLAND LEARNING TRUST

MINUTES OF THE TRUST BOARD HELD

ON 28 FEBRUARY 2017 FROM 7PM AT WHISSENDINE COFE PRIMARY SCHOOL

Present: Gareth Williams (Chair), Nick Horrigan, Rob Gooding (Executive Head), Nicole Topham and Sue Hickey

In attendance: Graham Kirby (CFO)

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|  |  | **ACTION** | **CHALLENGE** |
| 1. | **Welcome & Introductions.** Mr Williams welcomed everyone to the meeting. It was noted that Mrs Eastwood had resigned from the Trust Board. Mrs Tyers agreed to remove her from Companies House and the Trust website. | **CLERK** |  |
| 2. | **Apologies for Absence.** Mrs Holland, Mr Fry, Mr Evans and Mrs Withers sent their apologies. Mrs Tyers outlined the reasons and the apologies were accepted. |  |  |
| 3. | **Declarations of Interest.** Mr Gooding outlined his interest in discussions surrounding Casterton CofE and Empingham CofE. Mrs Hickey expressed her interest in discussions surrounding the Diocese and Rutland schools due to the work she does for them and her role at Rutland County Council. |  |  |
| 4. | **Minutes of the previous meeting & matters arising.** The minutes of the meeting held on 15 December 2016 were agreed to be a true and accurate meeting and were signed by Mr Williams as Chair of the Trust.Matters Arising:Mr Gooding outlined the three targets from his performance review namely, the role of the CEO and the Headteacher within the Trust; the growth plan and success criteria; and to enhance the relationship with the Diocese.  |  |  |
| 5. | **CEO Report to Trustees.** Mr Gooding referred to the Trustees Report February 2017.Following a question from Mrs Hickey, Mr Gooding explained why the Lead Practitioner had been unable to fulfil the family learning aspect of her role due to a need to address underperformance and coaching staff in the Trust. |  | **Q: Why is the Lead Practitioner unable to fill her role? SH** |
| 6. | **Growth Plan / Financial Update.** Mr Gooding outlined the progress in growing the Trust. Asfordby Hill in Melton Mowbray – Mr Gooding had contacted the school in light of their need to recruit a new headteacher. They were holding discussions and an outcome should be known following Headteacher recruitment.Glapthorn Primary School in Northamptonshire - Mr Gooding noted that he had presented to this school who had shown an interest in joining the Trust. Mr Gooding outlined the current situation with this school. It was noted that the Diocese had agreed that the Trust can now undertake due diligence. Trustees were pleased to hear that their Headteacher had been invited to Ketton as part of their Instead.Exton– Mr Gooding outlined the current situation regarding Exton joining the Trust. He outlined his frustrations regarding the lines of accountability which he hoped had been resolved as these had been transferred to the Trust.Following a discussion regarding the Diocese wanting the Trust to ensure it promotes Christian values on the forefront of any paperwork, it was agreed that this would be changed to reflect this request.Mr Gooding confirmed that he had presented the growth plan to Empingham and Casterton CofE Primary School (Rutland Primary Partners) who had formally expressed their interest of working with a multi-academy trust. Trustees aired concern hearing that the school was currently in a deficit and would want to see a plan rolling forward to negate this.***Mrs Hickey left the meeting due to a conflict of interest*.**Mr Gooding confirmed that he had been approached by the DfE for a local school who was facing difficulty within its current Trust. This would be discussed at a future meeting.*Mrs Hickey joined the meeting.*Mr Kirby was welcomed to the meeting to deliver a financial update. He presented the Funding levels and growth for the Rutland Learning Trust.The key points were discussed:1. Risk analysis of the schools
2. A GANTT chart would be produced to review the capacity within the Trust
3. Succession planning
4. How the growth is being project managed?
5. Sustaining RLT’s profile.

Mr Gooding noted that he had made an expression of interest at Uppingham CofE.  |  | **Q: Are the resources still available and in place to ensure the Trust can turn the school around? Mr Kirby would present the finance report later in the meeting but confirmed that funds were still allocated. NH****Q: Are the projected pupil numbers going forward realistic and achievable? NT****Q: Are there any other revenue pots to generate Trust income? NT** |
| 7. | **Scrutiny Committee.** Mrs Hickey outlined the key findings from the scrutiny committee. The minutes from this meeting were circulated to the Trustees. |  |  |
| 8. | **AOB.*** Mr Gooding confirmed that he had received a letter from the DfE requiring the Trust to appoint a HR Trustee. Trustees felt that Mrs Withers would have the correct skills for this position and Mrs Tyers agreed to ask her.
 | **CLERK** |  |

ACTIONS RECORDED:

Remove Mrs Eastwood from Companies House and the Trust website (NT)

Ask Mrs Withers whether she would be happy to be appointed the HR Trustee (NT)

DATES OF MEETINGS:

Thursday 6 April 2017 Audit Committee Whissendine 6pm

Thursday 6 April 2017 RLT Trust Whissendine 7pm

Tuesday 25 April 2017 Scrutiny Committee Whissendine 7pm

Thursday 13 July 2017 Scrutiny Committee Whissendine 9.30am

Monday 17 July 2017 Audit Committee Whissendine 6pm

Monday 17 July 2017 RLT Trust Whissendine 7pm