

Directors	
Isabel Cherrett	Iain Grafton
Tony Callcut	Charlotte Power
Nicola Dunford	Fiona Walters
Roy Gillard	
Members	
Douglas Dettmer	Julian Ould
Gillian Golder	Yvonne Short
In Attendance:	
Clerk – Sue Howard	

Minutes

Welcome: Chair IJC welcomed all Directors, Members and officers to the meeting	
Apologies: Apologies were accepted from Simon Niles	
Declaration of Business Interests: There were no interests declared at this point.	
1.17	<p>Who's Who The Members and Directors noted a document that Chair, IJC, had produced of a 'Who's Who' of the Link Academy Trust. Members asked for their contact details to be added. Action Clerk.</p> <p>The Members proposed that the Chair of Directors become the fifth Member. This is seen as an automatic and consistent link between Directors and Members. IJC was in agreement with this. Clerk to action necessary paperwork.</p> <p>Notification of change of Directors during 2016-17 Noted - The termination of directorship of Mrs Diane Hockin resignation Noted - The appointment of directorship of Mr Roy Gillard as Finance Director</p>
2.17	<p>Finance Noted – Trustees' Report and Financial Statements for the period ending 31 August 2016 were provided for the Members and Directors prior to the meeting.</p>
3.17	<p>Proposed changes to Funding Agreements The Executive Principal explained to Members and Directors the proposed changes to Funding Agreements for Bearnese, Diptford and Hennock in relation to change of age range to incorporate Preschool provision (3-11 years) and Harbertonford (2-11 years).</p>
4.17	<p>Appointment of Company's auditors In accordance with the recommendations by the Audit Committee and the Board of Directors, the Members approved the appointment of Bishop Fleming (BF) as Company external auditors for the financial year 2017/18.</p>
5.17	<p>Report from the Chair of the Board of Directors The Chair of Directors had produced a report for 2016-17. She gave thanks to the CEO, EP, Business Manager and Clerk. She advised the Scheme of Delegation is being revisited and collaboratively drafted by the Directors, CEO, EP and Governors. The Directors can delegate to LGB's but will still be held to account. The aim is to get the drafted version put together and then a meeting of all interested parties will be held to finalise the document. This was a timely project after one full year of operation and with new schools joining the Trust in 2018.</p>

	<p>The Members are keen to get to know the Schools within the Trust better. Their role is seen to be fairly minimal, however, would become important should a serious issue arise. Perhaps a purpose for a visit, like a particular project, event or meeting following an Ofsted or SIAMS inspection would be a way to establish the connection. The Members are able to have sight of all minutes via the Link website.</p> <p>Marjon, the University of St Mark and St John in Plymouth could offer the Trust both academic support and community support as well as enrichment enhancement activities with students from Marjon being engaged and visiting our schools. The EP and CEO are keen for this to happen. Action TC to Liaise with GG</p> <p>The CEO and EP advised the Members on the Trust's NQT programme and the links with the Teaching Schools. The EP is very keen to get more teachers involved in research for professional development and would welcome Marjon's involvement.</p> <p>IJC explained that the Trust had only been successful in one of the six Capital Improvement Fund (CIF) bids; appeals have been lodged and that we are awaiting results.</p> <p>The Members asked for clarity regarding the drop in pupil numbers at Landscope and the reason for this. The EP explained that this has been due to circumstances beyond the Trust's control which had had a negative impact on existing pupils, some of whom had moved to other schools.</p> <p>Recruitment for vacancies on the Board of Directors is being explored in the Autumn term. Skills required are in HR and Property.</p> <p>The Finance Director advised Members regarding the new financial system and recent budget approved for 2017/18.</p> <p>Members were advised about the Woodleigh Federation joining the Link Academy Trust and that a Management Partnership Agreement has been signed; the CEO felt that an MPA was an excellent way to get to know the schools as it provided more detailed information than the usual due diligence process. It was hoped that Academy Orders would be issued in September with a transfer date of January 2018. The CEO also summarised other schools which had opened discussions following the event hosted by Michelmores in February for Heads and Chairs.</p>
6.17	<p><u>Election of Chair of the Board of Directors for 2017-18</u></p> <p>The Clerk reported that only one nomination for each role had been submitted. Therefore, Isabel Cherrett and Charlotte Power are appointed unopposed as Chair and Vice Chair of Directors respectively.</p>
7.17	<p><u>Extra item from Director Iain Grafton - Safeguarding</u></p> <p>IG spoke about how the Directors have reviewed Safeguarding (SG) procedures across the Trust. The Heads of School and Local Governing Board (LGB) Safeguarding Leads completed their own internal Audit and this was reported to the Standards & Curriculum Committee and then updated to the Board.</p> <p>He advised about a recent Ofsted SG visit at another school and how some of the Link Academy Trust procedures have been adopted there and how well they were received as good practice.</p> <p>IG was asked, 'What were the positives and negatives that were highlighted following the recent SG audits'. IG advised that there were inconsistencies in reporting and gathering data efficiently. Suggestions to improve were:</p> <ul style="list-style-type: none"> • A Trust to Trust inspection could be an advantage, to share good practice and good communication between the Trust SG lead, the LGB SG lead and the Designated SG

	<p>Lead’s in the schools</p> <ul style="list-style-type: none"> • To be compliant, websites must publish statutory safeguarding publications • Ensure the Single Central Record (SCR) is accurate • One person on interview panels must be safer recruitment trained • Monitoring, reviewing and checking is a high priority and training is up to date <p>Trust Members asked to be informed as to who is responsible within the Trust for Safeguarding. <i>Action Clerk</i></p>
8.17	<p><u>Any other Business that Members wish to discuss</u></p> <p>The Members asked how are we engaging in the Foundation Ethos and to explore the connection between our Church schools and their local church and clergy and build on those relationships. The Executive Principal will liaise with DD and JO to meet to discuss and involve the three Heads of School. <i>Action TC</i></p>
9.17	<p><u>Date for next Annual General Meeting</u></p> <p>The date for the next Annual General Meeting was confirmed as Monday 16 July 2018.</p>

Meeting Closed 7.05pm