



## MILFORD PRIMARY SCHOOL GOVERNING BODY

### Minutes of the Annual General Meeting held remotely via Zoom on 8<sup>th</sup> July 2021 at 4pm

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Members and Trustees in attendance

Mr David Dickinson, Chair  
Mr Mat Cooke  
Mrs Rachel Flynn, School Business Manager  
Mrs Sarah Hickling  
Mr Jackson Njiiri  
Mr James Strawbridge  
Mr Rob Perkins, Headteacher and CEO  
Mr Terry Smith

Minuted by Sara Gadzik, Clerk to the governing board

Note: The meeting took place in accordance with the Virtual Meetings Policy.

#### **AGM/20-21/01 WELCOME AND APOLOGIES FOR ABSENCE**

The Chair welcomed everyone to the meeting.

#### **AGM/20-21/02 DECLARATIONS OF INTEREST**

No one declared a personal benefit through attendance at the meeting or a conflict of interest related to any item on the agenda.

#### **AGM/20-21/03 MINUTES OF THE LAST MEETING**

As this was the first Trust AGM there were no minutes to consider.

#### **AGM/20-21/04 CONFIRMATION OF MEMBERS AND TRUSTEES**

The Chair confirmed that the members and trustees are up to date on GIAS and with Companies House. He confirmed that the current members are Mat Cooke, David Dickinson, James Strawbridge and Terry Smith.

The Trustees are Mat Cooke, David Dickinson, James Strawbridge, Jackson Njiiri, Rachel Flynn, Sarah Hickling, and Steve Goff.

#### **AGM/20-21/05 CEO'S REPORT**

The CEO went through his report, which was circulated prior to the meeting, including the financial position. He noted they are ending the year circa £23k in deficit, which is much less than originally anticipated. They are continuing to make changes that will maintain a balanced budget and a healthy reserve.

Staffing is now about 77% of the budget, which is a reduction from the start of the year and within the 80% benchmark. The internal audit was recently carried out with provisional findings shared with the Audit Committee last week. The report will come to the next Audit meeting.

The newly appointed auditors, Smith Cooper, will carry out the external audit in September.



Pupil numbers look stable for the next three years.

The modular buildings are the next major building project in the medium-to-long term and this is being budgeted for.

He went through the priorities for the coming year:

- Ensure that the academy trust operates in a financially prudent manner with a balanced budget.
- Creation and adoption of new Trust articles which ensure that the Trust is operating within the guidelines provided by the DfE.
- Closer alignment between trustees and academy improvement priorities.
- Further enhancement of partnership work with Nottingham Schools Trust (NST).
- Continue to monitor and discuss the current academy landscape in light of the DfE scrutiny of single-academy trusts.

The Chair noted that in relation to the DfE's scrutiny of single-academy trusts, the academy is in a strong position with its stable financial position and its positive Ofsted outcome.

The CEO noted that he updates the board on announcements from the DfE relating to academy status and they will keep it on the agenda so that the board can make decisions proactively.

#### **AGM/20-21/06 ARTICLES OF ASSOCIATION**

The Chair noted that the trust's Articles of Association are not in line with the current DfE guidance. In addition the make up of trustees and members does not conform to DfE preferred practice. He recommended that the article be redrafted so that they align with DfE guidance.

**Members were in favour of rewriting the articles. These will come to a future members' meeting for approval.**

NB: The DfE Governance Handbook for academy trusts and maintained schools published October 2020, page 58, states that "**members** may, by special resolution, amend the articles of association, subject to any restrictions created by the academy trust's funding agreement or charity law".

#### **AGM/20-21/07 DETERMINATION OF CONFIDENTIALITY**

No items were deemed confidential.

**The meeting closed at 4.20pm**

**Signed by the Chair:**

**Date:**