



Milford Academy Trust Board

Thursday 31st March 2022 at 4.30pm

Business Agenda

PRELIMINARIES

Agenda item no.	Item	Lead	Time
FGB4/21-22/01	Welcome and apologies for absence	Chair	2 mins
FGB4/21-22/02	Declarations of interest	Chair	2 mins
FGB4/21-22/03	Membership <ul style="list-style-type: none">Attendance requirements;Vacancy updateConfirmation of new Trustees;End of terms of office;Code of Conduct;Approval of Scheme of Delegation;Get information about schools (GIAS) check;Confirmation that governor checks are up to date (DBS and Section 128).	Clerk	5 mins
FGB4/21-22/04	Minutes of last meeting, actions and matters arising	All	5 mins
FGB4/21-22/05	Chair's or Vice Chair's emergency action since last meeting	Chair	2 mins
FGB4/21-22/06	Correspondence: <ul style="list-style-type: none">From Chair:From Headteacher:From Clerk:	Chair Head Clerk	5 mins

SCHOOL PROGRESS

FGB4/21-22/07	End of term Head Teacher report to Board	Head	20 mins
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FINANCE

FGB4/21-22/08	Receive outturn report	Head	20 mins
FGB4/21-22/09	Approval, or delegation of approval, of budget 2022-2023, including purchase of services and staff structure	Chair	10 mins
FGB4/21-22/10	Policies for review/approval	Chair	10 mins
FGB4/21-22/11	Standard items; <ul style="list-style-type: none">Virements;Write-offs and disposal of surplus stock and equipment;Building maintenance;	All	10 mins



- Review audit reports and implement recommendations.

GOVERNOR REPORTS

FGB4/21-22/12	Reports from committees	Chair	10 mins
FGB4/21-22/13	Governor training and development	All	5 mins
FGB4/21-22/14	Link Trustee visit overview / reporting	All	10 mins

CONCLUDING ITEMS

FGB4/21-22/15	Arrangements for Chair to inspect school records	Chair	2 mins
FGB4/21-22/16	Confirm dates of future meetings Summer 2022 - TBC	Chair	2 mins
FGB4/21-22/17	Determination of confidentiality and communication. Identify any items which should remain confidential to the governing body and minuted separately.	Chair/ clerk	2 mins