

MINUTES OF CELT TRUSTEES BOARD MEETING

THURSDAY 7th JANUARY 2021 8 AM

ATLANTIC CENTRE & VIRTUAL

In Attendance:

Sebastian Parker (SP)

Virtual – Geoff Brown (GB) Chair; Kym O’Mara (KOM); Greg Slater (GS); Steve Dunn (SJD); John Simeons (JS); Jason Knights (JK); Ashley Mann (AM)

Also In Attendance:

Lisa Mannall (LM); Sarah Karkeek (SK); Clare Ridehaugh (CR); Tracy Cartmel (TC);

Claire Carter (CC)

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| **Item** |  | **Action by:** |
| 1 | **Welcome, Apologies & Declaration of Pecuniary Interests**  **Declaration to be received from KOM**  Apologies received from Jonathan Childs – accepted. |  |
| 2. | **Presentation of financial statements for the year ended 31 August 2020**  Duncan Leslie, Francis Clarke presented the Annual Report and Financial Statement.  Areas highlighted are as follows:   1. Considering the complexity of number of schools, the final reconciliation went well. 2. Audit Completion Report. Section 2: Key Audit & Accounting matters    1. The audit went well and the accounts can be signed off    2. As a going concern the organisation can meet requirements and will have enough cashflow to meet expectations. The Trust is much healthier than equivalent organisations.    3. Pensions are not within the organisation’s control. There is a significant deficit transferred in from Poltair and NET. This is a medium to low lifetime liability which only crystallises when the last pensioner passes. This is a 20-30-year liability.    4. There are no disposals recorded for the year, however this is unlikely, replacement items ideally should be recorded, but do not carry a large value.    5. Trust to review significant bank cash balance to reduce risk and maximise return.    6. Trust to be aware of VAT and Corporation Tax compliance in relation to Sports Centre and Early Years grant with a view to potential profits. 3. Annual Report 4. Key cash balances – recognition of small deficit for next few years. 5. Statement of Trustees’ responsibilities – The accounts are a true and fair reflection and all funds have been used for purpose. 6. Income statement – 40.8 million transferred from other MATs. There will be a small operational deficit. |  |
| 3. | **Approval of the financial statements by the Board of Trustees**  Trustees recommended the adoption and approval of the financial statements by the Board of Trustees at their meeting on 7th January 2021.  Duncan Leslie and Robin Doddrell left the meeting at 8.30  GB thanked TC and the finance team for rigorous accounting and the report.  GS thanked the team for the report which reflected well in a challenging year. The Trust is in very safe hands with our Executive team.  **Action: Trustees adopted and approved the financial statement for the year ending 31 August 2020**  GB welcomed CR to her first meeting. |  |
| 4. | Date, time and venue of next meeting – 24th February 2021 8 am Atlantic Centre |  |
| 5. | **AOB**   * 1. National Lockdown – closure of schools’ update –   SK reported that schools had taken time to prepare and moved seamlessly to virtual teaching. All digital devices will be sent out by tomorrow. Secondary schools are using live teaching as are some primaries. Schools are receiving 20-50% of pupils attending school due to a larger list of critical workers being identified.  GS asked to reflect on the wellbeing of staff, what Trustees can do to support and ensure staff receive breaks.  LM stated that she and the Executive Team shared the concerns of the Trustees and that they were working closely with all staff.  AM thanked the team for their endless work over the Christmas period, and asked if the team were happy with the RA’s.  SK stated that all RAs have been updated in light of the new term and updated on a weekly basis. Schools have now received foggers and sanitisers. All school staff have been informed that they MUST wear face masks whilst walking around school.  Remote Learning – The Trust starting point is to ensure every child has a device and bandwidth. The situation is not a level playing field. Paper copies of everything are being made available. Staff need confidence to delivery remotely for which training is being provided. The % of instant learning has risen and continues to rise. Headteachers are happy with the provision and this will continue to improve. Work is continuing within ‘Closing the Gap’ to identify our most vulnerable students. TA’s are being appointed to work remotely with these children to diminish the gap.  COVID-19 testing is taking place in schools. Poltair and Penrice are not testing yet. Staff at Atlantic Centre have been invited to take part.  Headteachers are being encouraged to furlough eligible staff, mainly catering staff. This is being continually monitored.   * 1. Chair’s resolution protocol   This was put in place during lockdown 1 and was never rescinded.  **Action: Agreed that this should continue for LGB’s and Trustees. All committee meetings will continue as timetabled, albeit virtually.**   * 1. Prospective Trustee applicant   GB reported an application has been received for the position of Trustee from a female, who has impeccable references, previously shared with the Board, who will be an admirable asset and address our gender balance.  **Action: Application approved. CC to notify applicant. KOM to be mentor.**   * 1. Kernow Learning Trust   GB & GS had had further discussions with KL Trustees and it had been agreed there was no requirement for a Memorandum of Understanding between the Trusts. There would be a joint focus around the two new primaries in Newquay and St. Austell. | CC to correspond with applicant |
|  | **The meeting closed at 9:12** |  |
| 11. | **The above minutes were approved and agreed as a true record.**  **Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Chairperson** |  |