

Minutes of the Meeting of the Members of the Academy Trust

Held on

January 10th 2012 at St. Nicholas Centre, Ipswich

- Present:**
Rt Rev Nigel Stock (Chairman)
Mr Richard Boulter (Vice Chairman and Chairman of Governors)
Mr Neil Serjeant
Mrs Janet Brown

In Attendance Mr Michael Crawshaw (Headmaster and Clerk)

Apologies received from Mr Robert Grimsey (on holiday)

- Minutes of the Meeting Held on February 11th 2011**

The minutes, circulated with the agenda, were confirmed as a true record and signed by the Chairman.

- Matters arising from the Minutes**

It was noted that the dates and times of meetings had needed to change from those planned.

It was confirmed by Mr Serjeant that the Academy, whilst a company limited by guarantee, is still a charity and, under terms of HMRC, is able to receive gifts.

Mr Boulter confirmed that the Academy was continuing to use the services of Kevin Haddock as our School Improvement Partner. His reports are circulated to Governors and Members of the Academy Trust.

The Chairman asked about the Appeals process and the Headteacher was able to confirm that a number of appeals had been lost because of group sizes and additional building.

- Head's Report to Governors**

As the last formal report had been written some time ago, the Headmaster updated Members of the Trust on recent developments, highlighting:

- Pleasing examination results being judged 14th best 11-16 school in the country based on A* and A grades by the Sunday Times Parent Power initiative with over 38% of all grades at this standard. He expressed some disappointment with the number of "D" grades in maths, the French results and the relatively few A* grades in English.
- The appointment of Miss Julia Upton as the next headteacher.
- The meeting with Lord Hill regarding Sixth Form and the subsequent encouraging meeting with the YPLA Eastern Region Director Martin Lamb.
- The improvements to buildings especially the new offices completed in August, the extension to the Dining Room to be completed by the late spring and the likely building of a two classroom extension to be completed by early summer. He

referred to the transfer of land from the LA to the Diocese and the acquisition of 2 acres of land at the bottom of the school field.

- The imminent retirement of David Clear after almost 30 years at the school.
- The healthy state of finances but the probable change in the formula allocating resources to schools and academies.

5. Report by Chairman of Governors

Mr Boulter reported that

- Academic standards remained high. Governors would be asking questions at the Curriculum Working Party about RaiseOnline data. He said that attendance was also very impressive.
- The appointment of Julia Upton had been a unanimous decision by Governor panel and the school was looking forward to Julia beginning her work after Easter. He thanked the Head for continuing to work for another term.
- There were two new Governors – Mr Robert Stevenson had been elected by parents and Mrs Fiona Hotston-Moore has been co-opted by Governors.
- Creeting St Mary had decided formally to request that it become a catchment school to Debenham – a move welcomed by Governors.
- The Head's Performance Management had been completed and the bonus as set out in the Head's contract had been paid.
- The handling of finances had received praise from the monitoring team at CSD and the school's finances were in a very healthy state.
- Mr Boulter thanked Members, Governors and staff for their work in making the school so successful. A recent questionnaire to parents had been analysed and the parents' perception was similar to his own – that the school was very good and well-disciplined place to learn.

6. Governance

Mr Boulter said that it had become clear that our interpretation of roles and responsibilities needed to be revised and that the Members of the Academy Trust needed to step down as Directors and that Governors need now to be registered as Directors with Companies House. He said that Governors should be reporting to Members of the Trust at the AGM. Mr Serjeant said that it was important to get the respective roles clarified and agreed to draft a document to be discussed with the Chairman of Governors and presented at the AGM. It was agreed that any anomalies in the way the Academy is governed need to be put right as soon as possible.

7. Audited Annual Report

The Report was received

Mr Serjeant was thanked for his work on this and in clarifying roles. Mrs Darby was thanked by the Chairman for her work and for dealing so effectively with Companies House.

8. Staffing Issues

This item had been covered by Mr Boulter in his report.

9. Arrangements for the Annual General Meeting

It was agreed the AGM on January 26th would be chaired by The Chairman of Governors and have the following Agenda:

1. Governance

2. Presentation of Audited Annual report and Financial statement for the period January 1st to August 31st 2011
3. Appointment of Auditors

10. Admissions Policy

The admissions policy had previously been circulated and it was noted that the school was not availing itself of the opportunity now afforded by Government to give staff of the academy a right to a place at the academy for their children.

11. Any Other Business

After the AGM on January 26th there will be refreshments and an opportunity to say goodbye to David Clear after almost 30 years loyal and excellent service to the school. A presentation will be made. This will be followed by a meeting of Governors to which Mr Boulter reminded all Members of the Trust that they were welcome to stay.

12. Date of the Next Meeting

The next meeting will be the AGM on January 26th 2012.

The Members of the Academy Trust will next meet at the school at 9.30 on July 4th 2012.

The next Annual General Meeting will be held on Thursday 14th February at 4:30 pm and will be followed by a meeting of Governors at 5 pm.