



<p><b>Meeting of the Board of Directors of The Pegasus Academy Trust</b></p> <p><b>To be held on Thursday 10 December 2015 at 1.30pm - Whitehorse Manor Junior School</b></p>
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**AGENDA**

Item		Lead	Relevant Documents	Time Allocation
1	<p><b>Welcome and Apologies</b></p> <ul style="list-style-type: none"> <li>• To welcome any new directors and visitors</li> <li>• To agree whether any apologies received are to be accepted</li> </ul>	Clerk		2 Minutes
2	<p><b>Quorum</b></p> <p>To confirm that the meeting is quorate</p>	Clerk		1 Minute
3	<p><b>Pecuniary Interests and/or Conflict of Interests</b></p> <ul style="list-style-type: none"> <li>• All directors are asked to complete and return the attached pecuniary interest form at the meeting</li> <li>• Directors to declare any pecuniary or personal interests in any agenda item for this meeting</li> </ul>	Chair	Pecuniary Interest Form	5 Minutes
4	<p><b>Board and Committee Membership Changes</b></p> <ul style="list-style-type: none"> <li>• To note that the resignations of Cheryl Peters, Susan Brittle, Susan Powell and Maciej Idzikowski has created two Staff and two Co-opted Director vacancies. The composition of the Board will be reviewed under agenda item 8.1(f)</li> <li>• To appoint the Finance Committee Chair for 2015/16</li> <li>• Skills Audit 2015/16</li> </ul>	Chair	Skills Audit Form	10 Minutes
5	<p><b>Pegasus Academy Trust Code of Conduct</b></p> <p>All directors will be asked to sign a copy of the Pegasus Academy Trust's Code of Conduct for 2015/16 at the meeting</p>	Chair	Pegasus Academy Trust Code of Conduct for information	5 minutes

<b>Item</b>		<b>Lead</b>	<b>Relevant Documents</b>	<b>Time Allocation</b>
<b>6</b>	<b>Minutes</b> To confirm accuracy of the minutes of the meeting held on 18 September 2015	Chair	Minutes of 18 September 2015	2 Minutes
<b>7</b>	<b>Matters Arising from the Minutes</b> To note actions taken since the previous meeting	Chair	Action List	15 Minutes
<b>8</b>	<b>Strategy</b>			30 minutes
<b>8.1</b>	<b>Plans for the Future Development of the Trust</b> a) Brigstock Road Annexe b) Beulah Infant School c) Thornton Heath Nursery School – Update on SLA for 2015/16 d) Children’s Centre Collaboration e) Update on any possible school joining the Trust f) Leadership and governance of the Trust/Composition of the Board of Directors	Jolyon Roberts Lynne Sampson Jolyon Roberts  Lynne Sampson Jolyon Roberts	Future Development of the Trust  Leadership and Governance Paper	
<b>8.2</b>	<b>Strategic Plan and Risk Register</b>	Roger Melody	Draft Plan and Register attached	
<b>8.3</b>	<b>Management Recharge Rates</b>	Jolyon Roberts	Management costs	
<b>8.4</b>	<b>Capital Projects</b>	Jolyon Roberts	Capital Projects	
<b>9</b>	<b>Finance</b>			
<b>9.1</b>	<b>Report from the Finance Committee</b>	Finance Chair	Finance minutes	10 minutes
<b>10</b>	<b>Policy</b>			20 minutes
<b>10.1</b>	<b>Establishment of a Directors’ Allowance Policy</b>	Jolyon Roberts	Draft Allowance Policy	
<b>10.2</b>	<b>E-safety Policy</b>	Jolyon Roberts	E-safety Policy	

Item		Lead	Relevant Documents	Time Allocation
10.3	<b>Child Protection Policy 2015</b>	Lynne Sampson	Child Protection Policy	
10.4	<b>PAT Governance Committee structure and terms of reference</b>	Richard Hill	Terms of reference	
11	<p><b>Academy Councils</b> To note academy council minutes:</p> <ul style="list-style-type: none"> <li>• Whitehorse Infant School</li> <li>• Whitehorse Junior School</li> <li>• Ecclesbourne Primary School</li> <li>• Beulah Infant School</li> </ul> <p><u>Matters Arising:</u></p> <p><u>To discuss:</u></p> <p>Standardised Biographies (Whitehorse Infants)</p> <p>DBS Checks</p> <p><u>To approve:</u></p> <p>Changes to the Constitution (Whitehorse Infants)</p>	Chair	Minutes Minutes Minutes Minutes	10 minutes
13	<p><b>Correspondence to the Chair</b> (if any)</p> <ul style="list-style-type: none"> <li>• To note any correspondence received by the Chair</li> </ul>	Chair		5 minutes
14	<p><b>Trust Governance Training &amp; Development</b></p> <ul style="list-style-type: none"> <li>• To note the Octavo Partnership's training programme 2015/16</li> <li>• To receive feedback from any training attended since the previous meeting and its impact on future practices (directors are reminded to complete the attached training record form with details of any training attended)</li> </ul>	Chair	<p>Octavo Partnership Training Programme</p> <p>Pegasus training record form (attachment 18)</p>	5 Minutes

Item		Lead	Relevant Documents	Time Allocation
	<ul style="list-style-type: none"> <li>• To note any forthcoming training dates</li> <li>• To identify any particular training needs for the Board of Directors</li> </ul>			
15	<b>Meeting Dates</b> <ul style="list-style-type: none"> <li>• To note meeting dates for the academic year</li> </ul>	Chair		2 Minutes
16	<b>Publication of Minutes</b> <ul style="list-style-type: none"> <li>• To identify any matters discussed to be recorded in the confidential Part B minutes</li> </ul>	Chair		2 Minutes
17	<b>Confidential Staffing Matters (if any)</b> Members of staff may be asked to withdraw from the meeting for the discussion of this item			10 Minutes