



THE PEGASUS ACADEMY TRUST
BOARD OF DIRECTORS' MEETING
MINUTES

Friday, July 15th 2022 at 13:30 pm

Meeting in person at Cypress Upper School PPA room

Directors		
Emma Whapham (EW)	Director /Co-Chair of Board	Present
Richard Hill (RH)	Director /Co-Chair of Board	Present
Ian Patterson (IP)	Vice Chair of Board	Absent
Jolyon Roberts (JRo)	Executive Principal/CEO	Present
Lynne Sampson (LS)	Executive Principal	Present
Xavier Villers (XV)	Director	Present
Gary Griffin (GG)	Director	Present
Nina Pogossova (NP)	Director	Absent
Sasha Henry-Crawford (SHC)	Director	Present
Fiona Fearon (FF)	Director	Absent
Shelley Davies (SD)	Director	Absent
Trust staff		
Jo Ridge	Chief Financial Officer	Present

Clerked by:	Charlene Pace/Lynne Sampson
Supporting documents:	<ul style="list-style-type: none"> • Agenda Board of Directors 15.07.22 including action log; • Minutes of all local academy council meetings; • Minutes of Board Meeting 29.04.22 • Confidential minutes of Board Meeting 29.04.22 • Summer 22 Exec Principals' report to Directors; • White Paper • MAT Assurance Framework • Documentation re:CAPEX
Meeting closed at:	16:30

	ITEM	Time	Lead
1.	Apologies for absence : IP, NP, FF and SD had sent apologies ahead of the meeting. The meeting was declared quorate.	1	Chair
2.	No conflicts of interest were declared.	5	Chair
3.	Minutes of the previous meeting on 29 th April 2022 were accepted as accurate and approved.	5	Chair
4.	Matters arising and review of Action Log Actions from last meeting on 29 th April 2022: Action 1 : JRo to contact paper suppliers for alternative and cost efficient options for paper before next meeting. Complete Action 2 : JRo to send memorandum of understanding to RH and EW. Complete Action 3 : Clerk to forward academy council meetings ahead of BoD meetings for review. Complete Action 4 : JRi to meet with clerks to see if there are further actions to have directors added to NGA mailing list. Complete Action 5 : Clerk to send future board meetings as diary invite. Complete	5	Chair
5.	Executive Principals' Report including MAT assurance framework for consideration. The report was summarised by the Executive Principals and the following action noted: Action 1: Chairs and Executive Principals to review the roles and responsibilities of MACs SHC stated that diversity, equality and inclusion were not addressed within the Framework. Having reviewed the MAT Assurance Framework, directors shared their ratings on governance capacity as follows: Section six "Governance Capacity" was analysed in depth with the following judgements reached: 6A i. amber/green ii. amber/green iii. red iv. red	15	EPs

	<p>6B</p> <p>i. red ii. red iii. amber iv. amber v. amber vi. green</p> <p>Main areas considered and discussed and rated as red were:</p> <p>a) Does the MAT board have a plan for growth and are the implications of this plan for school improvement capacity understood? b) Has the MAT asked itself questions about the effectiveness of its governance structures or had an external review? c) Does the MAT have a clear succession plan in place for governance?</p> <p>Action 2: LS agreed to pass all feedback from directors to the HoS collating responses so these could be included and addressed in whole Trust analysis of MAT Assurance Framework.</p> <p>Action 3: Directors to send LS their top three positive aspects of governance and three suggested areas for improvement as soon as possible.</p>		
6.	<p>Finance Update</p> <ol style="list-style-type: none"> CAPEX budget which lists essential v desirable spending: agenda item as requested by Finance Committee; Approval of 2022-2023 budget <p>6.1 JR explained in detail the documentation he had prepared and directors commented that this provided useful information and helped answer previous questions about CAPEX spending.</p> <p>The issue of possible rises in teachers' pay was discussed. JRi explained that at present the percentage increase was unknown and the amounts could differ according to a teacher's experience.</p> <p>The challenge for the Trust (and in fact all schools) would be to find the money to pay for any rise in pay if this was not government funded.</p> <p>CAPEX : current reserves are 2.6 million DfE could claw back % unspent funding if reserves are too high 2022-23 plan is to budget up to £400,000 for capital expenditure</p> <p>6.2 Potential upcoming premises work includes:</p> <ol style="list-style-type: none"> -four classroom refurbishments at Atwood; -refurbishment of toilets at Cypress Upper; -re-painting of classrooms at Whitehorse Manor Infants; <p>6.3 Other 'desirable' work not yet planned is:</p> <ol style="list-style-type: none"> -boiler replacement; -roof and ceiling repairs; 	15	Chair Fin Com and CEO

	<p>c) -fitting of new carpets.</p> <p>The budget, with its amended built in increase of 4% as requested by the finance committee, was accepted and approved.</p>		
7.	<p>Governance Update</p> <p>7.1 Impact of Governance had already been addressed in discussion of MAT Assurance Framework. JR notified the Board that, as her term of office has now expired, Fiona Fearon is stepping down in her role of Director but has agreed to become a member. This was proposed and agreed by the Board. As agreed in the MOU for Atwood (ATW) a MAC from that site would join the BoD. The nominee is Carl Knightly.</p> <p>RH asked about the planned training and induction into the Trust for Atwood staff.</p> <p>SH-C asked if she could attend the first day's training on September 1st and LS agreed to arrange this</p> <p>Action 4: LS to inform SH-C of arrangements for training day</p> <p>7.2 JR explained the planned training including sessions on vision and values, safeguarding and Pegasus expectations. The second day for Atwood staff would include practical information such as accessing the payroll portal and also the 'TeacherShare' drive.</p>	10	Chair
8.	<p>Facilities Update</p> <p>Premises work during summer holiday was discussed and agreed (agenda items as requested by Chair RH)</p> <p>Directors thanked JR for the comprehensive list of work as discussed in item 6</p>	10	CEO
9.	<p>Recruitment and retention of support staff</p> <p>Chair of Finance Committee was not present so was unable to talk to this item. Directors felt as the Trust was fully staffed for September 2022 this item had been addressed.</p>	10	Chair Fin Com
10.	<p>Implications of White Paper (agenda item as requested by Chair EW)</p> <p>The White Paper had previously been circulated and was discussed by Directors. GG asked if the Eps' thought the planned recruitment of thousands of extra teachers was realistic. LS said recruitment had proved challenging this year but the Trust had a full complement of teachers. However she could not say whether the government's target of 50,000 extra teachers would be manageable.</p> <p>JR said he did not feel that the White Paper was the driving force for schools currently not in MATs to join one. He felt economies of scale and opportunities</p>	10	Chair EW

	for partnership working were more likely reasons.		
11.	Implications of Atwood joining the Trust Directors felt this had already been discussed		Chair RH
12.	Academy Councils Directors confirmed that all academy council minutes from the most recent meetings had been received,	10	Chair
13.	Correspondence to the chair None	2	Chair
14.	Confidential items None	2	Chair
15.	Any other business (notified to Chair/Clerk in advance) None	2	Chair
16.	Date for next meeting Friday 21 st October 2022 in person at Atwood Primary	1	Chair