



## MINUTES OF THE MEETING OF THE EXECUTIVE GROUP

Monday 26 June 2017 at 6.00 pm

Venue: Conference Room, Plume School

Present:

Mrs J Binder	(JB)	Trustee, Chair of Trustees
Mr J Everard	(JE)	Trustee, Vice-Chair of Trustees, Chair of Pay Committee
Mrs J McKinnell	(JM)	Trustee, Vice-Chair of Trustees, Chair of Personnel Committee
Mrs P Nagle	(PN)	Trustee, Chair of Finance and Estates Committee
Mrs D Thomas	(DP)	Trustee, Co-Chair `
Mr C Wakefield	(CW)	Principal

In attendance:

Mrs K Redmond	(KR)	Clerk to Trustees
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Apologies:

None

*This group was quorate for the purpose of resolutions*

Item	Topic	Minute
1.	Welcome and apologies for absence	Noted.
2.	Minutes of the previous meeting: to approve the minutes held on 24 April 2017	The minutes of the meeting held on 24 April 2017 were approved.
3.	Matters arising	None
4.	Declaration of Interests	There were no new declarations of business interests and no trustee recorded any conflict of interest with the items on the agenda or the receipt or giving of any gifts or hospitality since the last meeting with the exception of JB who has been appointed as a Member of the Fallibroome Academy Trust, Macclesfield.
5.	Any Other Business	a) JB referred to email circulated regarding Prevent training which staff are undertaking and suggested that it would be useful training for Trustees to undertake this training too.  b) Planning for meetings on 5 July:  Academy Trust: agenda to include

		<ul style="list-style-type: none"> <li>• ratification of appointment of new trustees</li> <li>• process of appointment for new trustees</li> <li>• schedule of attendance of trustees for 2016/17</li> <li>• and schedule of CPD for 2016/17 by trustees.</li> </ul> <p>Board of Trustees: agenda to include</p> <ul style="list-style-type: none"> <li>• welcome to new head boys and girls</li> <li>• summary of committee activities for the year</li> <li>• review of succession plan</li> <li>• review of 'red' and 'amber' risk register items provided by Richard Scott</li> <li>• new trustees, Rachel Morcombe and Adrian Stead, to feedback on their first year experience</li> <li>• Handbook: for approval/comment</li> <li>• schedule of meetings 2017/18 for confirmation.</li> </ul>
8	Policies	<p>JM advised that seven policies will be circulated for comment in order to confirm approval by the Board of Trustees next week.</p> <p>JB thanked JM for all her work on the policies.</p>
9	Strategic update	It was NOTED that all areas were covered at the recent Finance and Estates Committee meeting.
10	Confirmation of Confidential Items	Agenda items 6 and 7.
11	Date of next meetings:	To be confirmed

### **Actions**

<b>Date of Meeting/ Item number</b>	<b>Topic</b>	<b>Minute</b>	<b>Completed</b>
26.06.05	Prevent Training	Trustees recommended to undertake the training which will be undertaken by staff	

*Meeting closed at 7.50 pm*