

## **Uttoxeter Learning Trust Annual general Meeting**

Minutes of the annual general meeting of the Uttoxeter Learning Trust held in Thomas Alleyne's High School, Uttoxeter, on Thursday, 29 March 2018 at 5.30pm.

### **Present:**

Members – Mr G Morley (chair), Dr E Barnes, Mr C Hopkins, Mr G Handforth  
Trustees – Mrs E Bell, Mrs V Bennett, Mr R Oldham, Mr L Trigg  
Chief Executive Officer (and Trustee) – Mr M Osborne-Town

### **Also in Attendance:**

Mr A Storer – Chief Finance Officer  
Mr R Sheldon – Clerk to the Uttoxeter Learning Trust  
Hutchinson Memorial CE(A) First School – Mrs P Snee (headteacher)  
Picknalls First School – Mrs A Tapp (headteacher), Mr J Russell (vice chair of governors)  
Ryecroft CE(C) Middle School – Miss R Baramuszczyk (headteacher), Mr S Dobson (chair of governors)  
Windsor Park Middle School – Mrs L Wilbraham-Jones (headteacher), Mr I Johnstone (chair of governors)

### **Apologies:**

Apologies for absence were received from:

Mr S Slater (Member and Trustee)  
Mrs P Livesey, Rev M Sherwin, Mr T Sutcliffe (Trustees)  
All Saints CE(A) First School, Church Leigh – Mrs A Kenny (headteacher)  
Oldfields Hall Middle School – Mr C Gliddon (headteacher)  
Picknalls First School – Mr P Johnson (chair of governors)  
Thomas Alleyne's High School – Mrs J Rudge (headteacher)

## **1. Welcome and Introductions:**

The chair welcomed everyone to the meeting and invited all present to introduce themselves.

## **2. Chief Executive Officer Report:**

A copy of the CEO report had been previously circulated together with a copy of the Report to Management submitted by Moore Stephens, external auditor, following completion of the audit for the period ended 31 August 2017. Reference was made to the following issues in particular:

### **a) Audit Report**

The chief executive officer reported that the audit report had been discussed in detail by the Trustees and was pleased to confirm that all issues raised in the report had now been addressed. He further reported that the audited accounts had been submitted to the ESFA after the deadline date and outlined the reasons for this. However, late submission would be unlikely in the future.

It was resolved –

- i) That Members received the audit report and request that timescales for submitting audited accounts are recognised in the future.
- ii) That Trustees be thanked for ensuring that all issues outlined in the report had been addressed.

b) ULT Finances

Summaries of the ULT's income and expenditure accounts for the periods April 2017 to August 2017 and September 2017 to December 2017 were made available at the meeting. The CEO reported that ULT finances continued to be discussed in detail by the Finance committee. He was also pleased to confirm that the latest projections, based on newly released ESFA figures for 2018/2019, show that all 7 schools are financially viable as long as they manage cost pressures successfully.

It was resolved –

That Members receive the income and expenditure account summaries for the periods April 2017 to August 2017 and September 2017 to December 2017.

c) Capital Projects

The chief executive officer gave an update on the various capital projects bids that had been submitted by schools and was pleased to report that three had been successful:

- Windsor Park – improvements to the buildings
- Thomas Alleyne's – boiler replacement
- Thomas Alleyne's – replacement of mobile units

The successful bids would generate funds of around £4.8 million.

The chief executive officer further reported that two bids had been unsuccessful (Windsor Park – replacement of gymnasium and canteen; Picknalls – roof repairs) but confirmed that once reasons were known as to why the bids were unsuccessful an appeal would be submitted or, alternatively, the bids re-submitted for the following year.

d) Ryecroft CE(C) Middle School

The chief executive officer congratulated all associated with the school following the recent Ofsted inspection which judged the school as good. Staff at the school had worked extremely hard to improve performance over the last 15 months having been identified as a 'coasting' school by the DfE and receiving two 'warning notices from the local authority.

e) Teaching School Bid

The chief executive officer reported that the outcome of the teaching school bid had been delayed and would not now be known until May 2018.

f) Strategic School Improvement Fund

The chief executive officer reported that work on the bid continued, with a focus on disadvantaged students and modern foreign languages.

g) Headteachers' Professional Board

The chief executive officer was pleased to report that ULT headteachers continued to meet on a regular basis and were proactive and dynamic in driving improvement across all schools.

It was resolved –

That Members receive the chief executive officer's detailed and informative report, with thanks.

**3. ULT Vision, Values and Strategy:**

Copies of the ULT's 'Vision, Values and Strategy' document, together with the ULT's Improvement Plan 2017-2020, had been previously circulated. The chief executive officer reported that the documents formed the foundation of the Uttoxeter Learning Trust and reminded all present that the AGM was an opportunity to re-visit the vision, values and strategy.

Discussion took place and the chair was pleased to report that following completion of the first year of the ULT, it continued to develop as anticipated. When looking at the longer term plan for the ULT, Trustees would be asked to further explore its continued expansion which could include inviting other schools to join, not just from the Uttoxeter area, but from a wider geographical area whilst retaining the purpose and principles of the Trust. Expansion could also include more formal working arrangements with other multi academy trusts.

It was resolved –

That Members thank all concerned for their support and contribution to the continued development of the Uttoxeter Learning Trust and that Trustees be requested to explore the various options for its further expansion.

**4. Chief Executive Officer:**

That chair, on behalf all associated with the Uttoxeter Learning Trust, wished to place on record thanks to Mike Osborne-Town who was shortly to step down from his role as chief executive officer. His work to help establish and continually develop the Trust had been recognised and valued by all concerned.

The chair further reported that the appointment of Mr Osborne-Town as a Trustee would be considered at a future meeting of the Members.

The meeting finished at 6.15pm.

G. Morley  
Signed.....

19 July 2018  
Date.....