

**Uttoxeter Learning Trust  
Trustees' Board**

Minutes of a meeting of the Trustees' Board held in Picknalls First School on Wednesday, 22 January 2020 at 5.30pm.

**Present:**

Member and Trustee – Mr S Slater (in the chair)  
Trustees – Mrs V Bennett, Mr S Harper, Mrs P Livesey, Mr L Trigg

**Also Present:**

Chief Executive Officer (CEO) – Dr S Clark  
Clerk to the ULT – Mr R Sheldon  
Insight HR – Mrs K Groom

**Apologies:**

Apologies for absence were received from Rev M Sherwin and Mr T Sutcliffe

**218. Declarations of Interest:**

There were no declarations of interest from trustees relevant to agenda items.

**219. Welcome and Introductions:**

The chair was pleased to welcome Dr Clarke, chief executive officer, to her first meeting of the trust board having taken up her post on 1 January 2020.

The chair was also pleased to welcome Mr S Harper to his first meeting following his recent appointment as a ULT trustee.

The chair also confirmed that Mrs Bell had had recently resigned as a trustee, to pursue other interests.

It was resolved –

That trustees place on record their thanks to Mrs Bell for the help and support she had given to the Uttoxeter Learning Trust.

**220. Revised Redundancy Policy:**

The chair thanked everyone for attending this meeting which had been called to consider in particular the revised redundancy policy (approved at a recent meeting) and the draft letter to be sent to all ULT staff. Both documents had been previously circulated. The draft letter asked staff to confirm if they accepted, or did not accept, the changes to the redundancy policy.

Full discussion followed and particular focus was given to the wording of the draft letter to be sent to staff and any future actions that may be necessary depending on the responses received. Mrs Groom outline the various options available to trustees should any members of staff not accept the revised redundancy package due to be fully implemented from September 2022. Trustees were of the view that the letter to staff should only ask for a response from staff who did not accept the revised policy. Trustees asked Mrs Groom to seek legal advice on the proposed letter to staff.

It was resolved –

- i) That trustees continue to support the revised redundancy policy, as previously agreed, given that the current payments were not financially sustainable.
- ii) That Mrs Groom be requested to re-draft the letter to staff to formally inform them of the outcome of the redundancy consultation process and to ask staff to respond if they didn't accept the revised policy. Any responses to be submitted to the ULT rather than school headteachers.

## 221. New School:

The chair reported that, together with the CEO, he had recently met with headteachers to outline plans for the build of the new school. He was pleased to report that plans had also now been submitted to East Staffs Borough Council for approval.

The chair reported that the following funding had been offered by the DfE to support the build of the new school and trustee approval was sought:

- £25K – legal costs
- £65K – development of the school due to open in September 2021
- guaranteed funding for 15 pupils per year group for 3 years

The chair further reported that in addition to the proposed funding it was necessary for trustees to determine a project plan for the new school, including the appointment of headteacher, governance arrangements and a budget modeller. Further consideration would be given to all matters at future meetings of the trust board.

With regard to the appointment of a headteacher for the new school the chair reported that Mrs Paula Snee, headteacher of Hutchinson Memorial School, had accepted the offer of interim advisory executive headteacher to help support the build and development of the new school. He further reported that nearer to the time of the new school opening the permanent post of executive headteacher would be advertised internally between all ULT schools before an appointment was made.

Discussion followed and trustees noted that a meeting of the project board had been held and initial plans for the new school had been made available. There were currently no plans for a drop-off area for parents outside of the school and the implications of this for disabled pupils being transported to school was considered.

It was resolved –

- i) That trustees approve the funding levels offered by the DfE to support the development of the new school.
- ii) That trustees support the appointment of Mrs Snee as interim advisory executive headteacher and the proposed arrangements for a permanent appointment.
- iii) That the CEO be requested to clarify with the local authority the proposed access arrangements to be made available for any disabled pupil being transported to the school.

S. Slater

12 February 2020

Signed.....

Date.....