

**Uttoxeter Learning Trust  
Trustees' Board**

Minutes of a meeting of the Trustees' Board held remotely (via Microsoft Teams) on Tuesday, 26 January 2021 at 5.30pm.

**Present:**

Mr S Slater (chair), Mrs V Bennett, Mrs P Livesey, Rev M Sherwin, Mr T Sutcliffe, Mr L Trigg.

**Also Present:**

Chief Executive Officer (CEO) – Dr S Clark  
Chief Finance Officer (CFO) – Mr A Storer  
Clerk to the Uttoxeter Learning Trust (ULT) – Mr R Sheldon

**316. Declaration of Interests:**

There were no declarations of interest relevant to agenda items.

**317. Finance Matters:**

The chair thanked everyone for attending the meeting and reminded them that it had been arranged to formally approve the following two documents, which had been previously circulated:

- Audit Completion Report (year ended 31 August 2020)
- Annual Report and Financial Statements (year ended 31 August 2020)

The Chief Finance Officer reported that, as agreed at the recent joint meeting of trustees and members, the recommended changes to both documents had been discussed with Mazars and was pleased to confirm that all changes had been made as requested.

Changes included:

- CECET – had been named as the Corporate member in the report.
- Clarification around the reporting of church assets.
- Clarification around CIF bids and church school contributions.
- Central Services – figures had been re-presented as shown in previous audit reports.
- School expenditure – information had been re-presented as shown in previous audit reports.

It was resolved –

- i) That the Audit Completion Report and Annual Report and Financial Statements (year ended 31 August 2020) be formally approved and that the CFO be requested to submit both documents to the ESFA.
- ii) That approval also be given for the chair of the trust board and the CEO to sign the letters of representation, as appropriate.

**318. Other Business:**

Ryecroft CE Middle School – Recruitment of Headteacher

The chair reported that Mrs Baramuszczak, headteacher, was to resign as headteacher with effect from 31 August 2021 and it would therefore be necessary for trustees to determine arrangements to recruit a new headteacher. Together with the CEO, he had recently met with the chair of governors to consider a number of possible options. Taking account of the school's current position and the need to improve performance, consideration was being given to the appointment of an executive headteacher (from within the Trust) and the appointment of a head of school. This would initially be for a temporary period to provide immediate support for the school in bringing about the required improvements.

The clerk reminded trustees that, in accordance with the Articles of Association, arrangements for the appointment of headteacher must also have the agreement of the Diocesan Director of Education.

It was resolved –

- i) That trustees note the suggested appointment of an executive headteacher and that the chair and CEO be authorised to continue discussions around this option.
- ii) That the CEO be requested to contact the Diocesan Director of Education regarding this matter and to seek agreement before any final decisions were taken.

S. Slater

**Signed**.....

10 February 2021

**Date**.....