



*Educate, develop, enrich and nurture*

**Company No: 08036395**

## MINUTES

Non-Confidential Minutes for the Board of Trustees (BoT) Meeting  
 Held at Pentland Field School, Pentland Way, Ickenham, UB10 8TS  
 on Tuesday 16<sup>th</sup> January 2018 18:30 p.m. to 20:30 p.m.

Present:

Barry Nolan	BN	Trustee - Chair	Member
Karen Deacon	KD	Trustee	
Susan Douglas	SD	Trustee - CEO	
Collette Stone (From 19:15)	CS	Trustee	
Vicky Collis (via conference call)	VC	Trustee	
Jamie Clarke	JC	Trustee	
Angela St. John	ASJ	Trustee	
Ian Jentle	IJ	Trustee	
Hardip Begol (via conference call)	HB	Trustee	Member
Philip Mabbott	PM	Clerk	

The meeting was declared quorate.

Item	Discussions and Decisions	Action
40/2017-18	<b>Welcome and Introductions</b> BN welcomed everybody to the meeting.	
41/2017-18	<b>Apologies of Absence</b>	

Item	Discussions and Decisions	Action
	None.	
42/2017-18	<b>Declaration of Interests</b>  None.	
43/2017-18	<b>Board approval of the minutes of 16<sup>th</sup> November 2017</b>  All pages approved.	
44/2017-18	<b>Matters arising</b>  None.	
45/2017-2018	<b>Items for Any Other Business</b>  None.	
46/2017-18	<b>CEO Report</b>  SD outlined the report, key points included: <ul style="list-style-type: none"> <li>• SD confirmed that the Ofsted visit to Pentland Field was successful and the overall result was good with behavior rated as outstanding. The Inspectors also commented that the school was on track for being outstanding.</li> <li>• Positions for Assistant Headteacher will be advertised this term both internally and externally (Moorcroft and Pentland positions)</li> <li>• Last term Liz Edwards was appointed as HoS for Grangewood and will commence in September 2018.</li> <li>• Clarification was made with reference to the terms HoS and HT.</li> <li>• A question was asked about health and safety at Grangewood because of the general state of the building. Jarlath O'Brien did a learning walk at the school and reported that 'attractiveness' of the school could be improved, however there are no H&amp;S concerns.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• A third School is now also interested in forming the Northern Hub. However, this is not yet confirmed.</li> <li>• SD outlined some of the benefits of being part of a MAT and working in a greater operation, these included flexibility and economies of scale.</li> <li>• A MAT peer review has been carried out by the Elliott Foundation and Trustees had received a copy of this. SD had adapted the model provided by the Regional Schools Commissioner.</li> <li>• The ‘three-year vision’ for the Academy will be discussed at the next BoT meeting.</li> <li>• Finally, the BoT commended Pentland Field for its hard work in achieving the Ofsted outcome.</li> </ul>	<p><b>BN/SD</b></p>
<p>47/2017-18</p>	<p><b>Three Year Vision</b></p> <p>It was agreed that the majority of the next meeting would concern a ‘three-year vision’ for the Trust. This would aim to set out the plans and directions that the Academy is aiming to achieve.</p>	
<p>48/2017-</p>	<p><b>Senior Leadership Remuneration Review</b></p> <p>CS ran a remuneration review for AHT and upwards. The report is being finalised, which will then be sent to Sudhi for review. Following this, the report is to be sent out to Trustees for their approval.</p>	<p><b>CS</b></p>
<p>49/2017-18</p>	<p><b>Quality Assurance Cycle</b></p> <p>The Director of Schools is attending meetings with LABs to discuss plans and performance of the Schools. SD confirmed that she will also distribute School Management Information for reference. Ian Jentle is discussing peer review for LABs with the chairs of each board.</p>	<p><b>SD</b></p> <p><b>IJ</b></p>

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	Trustees discussed a system whereby at least one Trustee would attend LAB meeting. This would bring the Boards closer and allow Trustees to feed information gathered in LABs to discuss in Board Meetings.	
50/2017-18	<p><b>Stakeholder Engagement</b></p> <p>IJ is to meet with LAB chairs on the 23<sup>rd</sup> January.</p> <p>CS met with a group of teachers (1 teacher from each school) who acted as ambassadors. The teachers expressed willingness to engage in more collaboration across the schools and hoped to be able to access opportunities for secondment and shadowing in the Academy. However, in general they said they are 'proud to work for the Academy'.</p> <p>The question was therefore how this will be achieved. SD informed the Board that this was discussed in a cabinet meeting. The decision is that a strategy report will be produced and distributed to the School reps.</p> <p>Consultation groups are currently being set up at SH and Grangewood for parental and staff engagement.</p>	<p><b>IJ</b></p> <p><b>SD</b></p>
51/2017-18	<p><b>Free School Update</b></p> <p>Key updates include:</p> <ul style="list-style-type: none"> <li>• Dates are still on track; however, it is still very early so this may change.</li> <li>• High engagement overall from all stakeholders.</li> </ul>	
52/2017-18	<p><b>Finance Update</b></p> <p>JC has produced a summary of the finance report. It was agreed to distribute the timetable for planning the 2018-19 to LABs.</p> <p>The Finance Report will also be distributed to all trustees.</p>	<p><b>JC</b></p> <p><b>PM</b></p>



Item	Discussions and Decisions	Action
	email will be sent to those who are concerned.	PM

Meeting closed at 8:30 p.m. There are no confidential minutes for this meeting.

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