



2nd Annual General Meeting

Thursday 13th February 2020 10:30am, New Siblands Secondary site

MINUTES

| AGM 19/20 | Item |
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| | <p>Present: Keith Lawrence (Chair of Trustees, Member) Andrew Buckton (CEO) David Tubb (Vice Chair of Trustees) Paul Macdonald (Trustee) Sue Fairhurst (Trustee) Sharon Lynas (Trustee) Denis de Souza (Trustee) Nicky Jones (Trustee) Dr Alan Kellas (Chair of Members) Dr Sara Spears (Member) David Hussey (Member) Carrie Osmond (HT, New Siblands) Margarita Steer, (DHT, New Siblands) Hazel Sinclair (Assist HT, New Siblands) Katherine Ball (Staff Governor, New Siblands) Alasdair Wilkins (Parent Governor New Siblands) Tamsin Moreton (DFO)</p> <p>Apologies: Barry Carpenter (Patron) Richard Aird (Member) Peter Brooks (Trustee) Sue Hewitt, (Head Teacher, Culverhill School) Gill Edgington (Chair of Governors, Culverhill)</p> <p>In Attendance: Frances McMillan (Clerk)</p> |
| <p>1.0</p> <p>1.1</p> <p>1.2</p> <p>1.3</p> <p>1.4</p> | <p>PROCEDURAL POINTS</p> <p>Welcome: KL, the Chair of Trustees, welcomed all to the Trust's second AGM and asked that all introduce themselves as there were new attendees this year.</p> <p>Apologies: The Clerk noted the apologies listed and from Governors of both schools.</p> <p>Declarations of Interests: All present confirmed that they had signed the register on arrival and noted any Interests.</p> <p>Proxy Voting: None received.</p> |



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| 2.0 | <p>MINUTES</p> <p>The minutes from 14th February 2019 had been circulated with the agenda for the AGM. The Chair asked for approval from the stakeholders that the minutes represented an accurate reflection of the business of the meeting.</p> <p>The minutes were approved as a true record.</p> <p>ACTION: Clerk to file approved minutes</p> |
| <p>3.0</p> <p>3.1</p> <p>3.2</p> <p>3.3</p> | <p>MEMBER BUSINESS</p> <p>AK, Chair of Members, welcomed all stakeholders on behalf of the Members.</p> <p>Retirement of Members:</p> <p>AK noted that David Edwards had retired last October.</p> <p>Appointment of Members:</p> <p>AK announced that the Members had elected a David Hussey, a former Special School Head Teacher, to replace David Edwards.</p> <p>Retirement of Trustees:</p> <p>KL announced that he will not be standing again as Chair of Trustees or a Trustee when his term of office ends in July 2020 but will remain a Member of the Trust. The Board of Trustees has already been informed to facilitate succession planning.</p> <p>AK reported on the Member's meeting that preceded the AGM, noting that the Members are keen to offer their support and assistance to the Board of Trustees and having a neutral stance, are willing to assist the Board if more complex challenges arise.</p> <p>Members noted that last year the AGM asked if the skills base within the governance of the Trust was appropriate to address strategic ambition and quality of education. The Board has noted that HR and legal representation are still missing from Trustees' skill set and Members would like to see recruitment progress to fill that gap.</p> <p>Members are also keen to ensure the Trust addresses the developing Social, Emotional and Mental Health (SEMH) needs of students and are aware that there is work on-going to develop protocols data and provision for students needing safeguarding and wellbeing support, and to promote the emotional wellbeing and mental health of both pupils and staff.</p> <p>AK offered congratulations on behalf of the Members for all for the outstanding work that has been done over the past year: there is much to appreciate and celebrate.</p> |
| <p>4.0</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> | <p>ACCOUNTING MATTERS: <i>all documents had been circulated with the agenda of AGB</i></p> <p>To receive Enable Trust Accounts, Trustees Report and Management letter for period 1st September 2018 – 31st August 2019</p> <p>Members confirmed that they have been received.</p> <p>To confirm that Bishop Fleming Ltd remains as external auditor to Enable Trust:</p> <p>The CEO confirmed that these remain in place as the contract is not due for renewal.</p> <p>To confirm that South Gloucestershire Council remains as Internal Auditor to Enable Trust:</p> <p>The CEO confirmed that these remain in place as contract is not due for renewal</p> |
| <p>5.0</p> <p>5.1</p> <p>5.2</p> | <p>STRATEGIC MATTERS</p> <p>Enable Trust Self-evaluation:</p> <p>The CEO took the floor and noted that today is the mid-point of the academic year and now 18 months into life as Enable Trust. There have been major changes in the educational landscape in this time including the new National Funding Formula and implications for Local Authority funding; a new Ofsted framework; a new curriculum to align with the Ofsted framework and a new government. Alongside these changes, the development of our Assessment methods has been a key work stream for the Senior Leadership Teams, to ensure we are prepared for the new Assessment Framework that will become statutory from September 2020. We were fortunate through our links with Member Richard Aird to have been a pilot for the assessment changes.</p> <p>The CEO thanked the school staff and leadership teams for all their work over the past year.</p> <p>Enable Trust Growth Strategy:</p> <p>The CEO acknowledged the challenges brought about by the delay to the opening of the new free school, Two Bridges, and explained that the issues over planning permission have been exacerbated by new government legislation which may require all new public buildings to fulfil</p> |



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| | <p>criteria for sustainability, which can only add further delay to the project.</p> <p>The Trust has submitted applications for three new free schools, to test the water in terms of growth and the outcome of those bids is expected in March 2020. We do not expect to be awarded all the schools we have bid for, but believe that the growth of Enable Trust will help improve the outcomes for more children through a pedagogy that supports a differentiated curriculum within a holistic approach to Special Needs Education.</p> <p>As AK noted earlier, we are starting to look closely at developing the way we deal with therapeutic care and the provision for SEMH to maximise impact across the Trust which feeds into our growth strategy.</p> <p>The CEO invited questions from the stakeholders, but none were tabled.</p> |
| 6.0 | <p>Any Motions the Members wish to consider:</p> <p>It was noted that the Members receive a summary report from the Board meetings.</p> |
| 7.0 | <p>Any Business the Trustees wish the Members to Consider:</p> <p>The Chair of Trustees noted he has highlighted Governance issues to the Members but hopes to begin resolving these issues at the Board meeting following the AGM.</p> |
| 8.0 | <p>Confirm date of next meeting:</p> <p>Provisional date for AGM 2021: Thursday 11th February 2021</p> <p>KL closed the meeting 11.05am and invited all present to the café where Post 16 students were waiting to serve refreshments.</p> |

Signed as true record:

Chair of Members: _____ Date: _____

Chair of Trustees: _____ Date: _____

Chief Executive Officer: _____ Date: _____

