

The Canterbury Multi Academy Trust

Minutes of the AGM meeting held on Tuesday 26th March 2019 at 6.00pm at The Canterbury Academy in room 500. Meeting closed 6.25pm.

Present:

Chair: Richard Field,

Members: Georgina Baker, Andrew Doyle, Julia Parsons and Debbie Wells

Directors: Judy Keay, Janet Larkinson, Andy Milton, Anna Weinel

School staff: Bev Farrell and Claire Crane

Clerk: Debbie Scott

1. Opening remarks

Welcome to the eighth AGM. Since the last AGM the multi academy trust governance has been restructured, following recommendations from the Office of the Regional Commission. The majority of the members are now independent and not also a director/trustee, as our original member group was set up. We welcome three new members to their first AGM of the trust. Under the new structure only the Chair is both a member and a trustee/director. During this academic year we have recruited new local governors, including parents and staff. Across the components of the trust all areas have been judged as Ofsted 'good' (nursery, primary, secondary and sixth form). Bev Farrell, Trust Executive Vice Principal responsible for the primary phase is in her second year as a National Leader of Education. The academy continues to expand.

2. Apologies

Directors: Jon Watson

Auditors: Allan Hickie and Luke Grubb

3. Minutes of the AGM held on 28th March 2018

Agreed as a true record

4. Matters arising

Item 6: UHY informed they were appointed as auditors for academic year 2017/18

Item 7: DFE agreed to the changes to the memorandum and articles of association in relation to Chair and Vice Chair

5. Presentation and adoption of the audited accounts/annual report recommended by the Audit & risk committee and approved by the Board in December 2018

Allan Hickie from UHY presented the annual accounts for 2017/18 to the Audit & Risk committee at their meeting on 28th November 2018, before being recommended for formal approval at the Board of Directors meeting on 17th December 2018. The accounts have been uploaded to the EFA, Companies House and the academy website. In summary it was a much better year financially due to tighter controls being implemented. The academy has reduced costs and been able to build its reserves back up.

Agreed.

6. Appointment of Auditor or independent examiner for academic year 2018/19

UHY Hacker Young have been our auditors for the past six years and have been very

supportive of the academy. At the AGM in 2017 Directors agreed that we should go out to tender every five years and as a benchmarking process. At the Audit & Risk meeting on 29th November 2017 Linda requested on behalf of the Finance team that we continue to appoint UHY for at least the next two years, possibly three years to take us up to 2020 when payments for the nursery will be fully paid. They have provided advice and guidance in relation to setting up the Trading Company and the purchase of City Views Pre- School and Nurseries Ltd and assisted with various issues relating to payments. The Audit & Risk committee were very happy to recommend their reappointment, but requested that a proposal be presented to the Board at their December 2017 meeting. The Board recommended the appointment of UHY Hacker Young for end of year accounts 31st August 2018 and 31st August 2019. The audit & risk committee will discuss external auditors for 2019/20 at their October meeting, as to whether to go out to tender.

Has the management of City View Pre-School and Nurseries Ltd been successful?

Yes there has been a big improvement and it is now making a profit. It is now fully integrated with the academy, the finance team manage the accounts in line with the academy accounting procedures. Two qualified teachers have been appointed, one for each site, which brings in extra funding, as well as supporting progression into primary school through academic progress and transition processes in place. Capacity is approximately 90%, against 50% when the academy first took on the management. There is no need to advertise as filling through word of mouth.

Crowe were appointed by the Audit & Risk committee in November 2018 as independent internal auditors.

Agreed to appoint UHY as external auditors for year ending 31st August 2019

DSC

7. Changes to the memorandum and articles of association (Chair and Vice Chair term of office)

The DFE have agreed to the Chairman and Vice Chairman being elected from among their numbers, but would only permit a term of office for a maximum of two years (the three years requested was declined). There were no cost involved in amending the articles.

8. A.O.B

- a) Thanks to SLT, it has been a challenging year and the board are very proud of the outcomes. Chair also thanked the directors for their continued support and dedication.

Date of next meeting is TBC

Documents distributed in advance of the meeting:

Annual accounts year ending 31st August 2018

Documents distributed at the meeting:

None

Items for action

Who	Action	Timeframe
DSC	Inform UHY of their appointment for external accounts for 2018/19	asap