



MINSTHORPE ACADEMY TRUST

FULL GOVERNING BODY MEETING

22nd November 2016 @ 4:30PM

T&CC Board Room

THOSE PRESENT OR ABSENT

Mrs B Semper (Chair)	Member Appointed	✓	Mrs A-M Spencer (Vice Chair)	Member Appointed	✓
Mrs T Boughen	Staff Governor	APOLS	Mr R Henshaw (Principal)	Principal (Ex-officio)	✓
Mrs C Britton	Parent Governor	APOLS	Mrs A Jarratt	Staff Governor	✓
Mr T Cawthorne	Member Appointed	✓	Mr B Johnson	Parent Governor	✓
Mrs D Davis	Member Appointed	✓	Mrs F Parkin	Member Appointed	✓
Mr B Dickinson	Member Appointed	✓	Mrs R Purbrook	Member Appointed	APOLS
Mrs W Evans	Parent Governor	APOLS	Mr M Royds- Jones	Staff Governor	✓
10 /14 Governors present. This meeting is quorate.					

ALSO IN ATTENDANCE

Mrs R Merritt	Associate Governor (Vice Principal)
Mr M Gilmore	Associate Governor (Vice Principal)
Mrs J Germain	Clerk
Mr S Watson	Allotts Accountants
Mrs M Watson	Business Manager

Welcome by the Clerk

Welcome given by the Chair to Mr Steve Watson, representative from Allotts

Agenda Item

1 Conflicts of Interests

Governors had been notified of the agenda prior to the meeting, and confirmed there were no conflicts of interest.

2 Apologies for Absence

Apologies for absence were received from Mrs Boughen, Mrs Britton, Mrs Evans and Mrs Purbrook.

Mr Cawthorne proposed these absences were consented to.

Seconded by Mr Johnson

RESOLVED# 04

The Governors resolved to consent to the absences of Mrs Boughen, Mrs Britton, Mrs Evans and Mrs Purbrook.

3 Accounting Officer's Report

- a) Minsthorpe Academy Trust End of Year Accounts 2015 - 16
- Presentation to Minsthorpe Academy Trust by Allotts Accountants

Welcomes were offered to Mr Watson (Allotts Accountants representative). Mr Watson had been invited to the meeting to explain the context of reports and key areas within the accounts.

Remainder of this agenda item deemed confidential – content removed

Mrs Davis proposed Governors accept the audited accounts of Minsthorpe Academy Trust for 2015/16.

Mr Cawthorne seconded this proposal.

This was supported by a full show of hands.

Resolved # 05

The Governors resolved to accept the audited accounts of Minsthorpe Academy Trust for 2015/16

- b) Ratification of the MAT End of Year Accounts 2015 - 16

Mr Dickinson proposed the accounts be referred and recommended to the Members of Minsthorpe Academy Trust for approval at their AGM (13.12.16).
Mr Cawthorne seconded this.

Resolved # 06

Governors resolved the accounts be referred and recommended to the Members of Minsthorpe Academy Trust for approval at their AGM (13.12.16).

Mr Watson left the meeting at 5:30pm.

c) Appointment of Accountants for 2016 - 17

Remainder of this agenda item deemed confidential – content removed

Mrs Spencer proposed both the Accountants and Responsible Officer contracts be put out to tender for the College's 16/17 financial year.

Mrs Parkin seconded this proposal.

Resolved # 07

The Governors resolved to put both the Accountants and Responsible Officer contracts be put out to tender for the College's financial year 1st September 2016 to 31st August 2017.

Mrs Watson left the meeting at 5:40.

4 Confirmation of Time and Date of Autumn Cycle of Meetings

Governors were asked to note the remainder of the Autumn meeting cycle as below:

Tuesday, 29th November 2016 @ 4:30pm in the T&CC
(Standards and Students Committee)

Tuesday, 13th December 2016 @ 4:30pm in the T&CC
(FGB)

Tuesday, 13th December 2016 @ 6pm in the T&CC
(AGM)

Governors noted the above dates.

5 Other Business

Business Interest Forms – Clerk

Following a recommendation from the Auditors and as highlighted in the presentation at the meeting tonight, additional information is required to ensure appropriate business interests are published on our website. The forms have been redesigned, and approved by the auditor as compliant, and required employment information to be stated. New forms completed by all Governors present at the meeting. Those absent will be collected as soon as possible.

Personal Information - Clerk

To recap, the Academy's bankers HSBC have recently requested additional personal information for all Directors (Governors) which includes:

- Full Name
- Home Address
- Date Moved in
- Previous Address (if lived at current address for less than 3 years)
- Country of Nationality
- Date of Birth

- Tax Residency

Some Governors were reluctant to divulge this information until the exact reasons were given for its use and reason behind holding it.

The Business Manager had contacted HSBC who had replied by email, this email had been forwarded onto Governors. As not all Governors have had chance to read the email, this item will be passed onto the next FGB meeting (13.12.16).

Christmas Meal – Mr Cawthorne

Mr Cawthorne raised the issue of the Governors Christmas meal and a discussion followed regarding where this should be held and the form it should take. To be discussed again at a later date.

6 Confidential Items

Agenda Item 3 was deemed confidential and as such will be removed from published minutes.

The meeting closed at 5:50pm

Signed as a correct record.

Beverley L Semper

Mrs B Semper
Chair of Governors

FOR PUBLICATION