

# Board of Trustees

## Minutes

Date Of Meeting	Wednesday 11 January 2017
Venue	ACE Schools, Bretonside   Training Room
Time	18.00-20.00

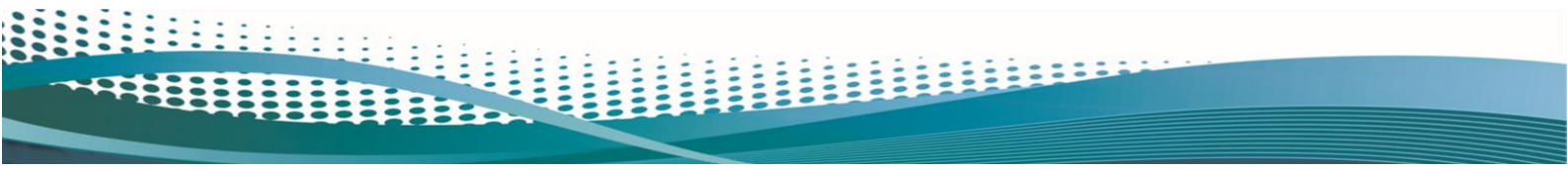
### In Attendance:

#### Trustees

Dr Tim Searle	<a href="mailto:tim.searle@mac.com">tim.searle@mac.com</a>	Chair
Mrs Sarah Gillett	<a href="mailto:sarah.gillett@aceschools.net">sarah.gillett@aceschools.net</a>	CEO & Head Teacher – ACE
Mr Peter McDonnell	<a href="mailto:peter@mcdonnellonline.com">peter@mcdonnellonline.com</a>	Vice Chair
Mr Alastair Wright	<a href="mailto:alastair.wright@kpmg.co.uk">alastair.wright@kpmg.co.uk</a>	Vice Chair Designate
Mrs Annette Benny	<a href="mailto:annette.benny@nhs.net">annette.benny@nhs.net</a>	Trustee
Mrs Joan Watkins	<a href="mailto:lavenderjmw@gmail.com">lavenderjmw@gmail.com</a>	Trustee & Chair of Governors – ACE
<b>Present</b>		
Sue Bickle	<a href="mailto:s.herity@btopenworld.com">s.herity@btopenworld.com</a>	Trustee Designate
Mr Paul Turner	<a href="mailto:paul.turner@aceschools.net">paul.turner@aceschools.net</a>	Head Of Finance
Mrs Cheryl Reuben	<a href="mailto:clerk@aceschools.net">clerk@aceschools.net</a>	Clerk
Mr Gavin Beart	<a href="mailto:Gavin.Beart@reedglobal.com">Gavin.Beart@reedglobal.com</a>	Reed- Regional Director
Mr Dan McKenna	<a href="mailto:Dan.Mckenna@reedglobal.com">Dan.Mckenna@reedglobal.com</a>	Reed- Area Manager South West
Mr Ben Baillie	<a href="mailto:Ben.Baillie@reedglobal.com">Ben.Baillie@reedglobal.com</a>	Reed- Team Manager

Signed: *Dr Tim Searle*

Date: Wednesday 15<sup>th</sup> February 2017



1. **Chairman's introduction.**  
TS welcomed the Board to the meeting. Gavin, Dan & Ben from Reed Global were introduced and the Board were advised that they would be delivering a presentation regarding recruitment.
2. **Apologies.**  
Isabelle Morgan  
**Accepted**  
Annette Benny advised she would be approximately 20 mins late  
Joan Watkins advised she would be late due to an accident on the motorway.
3. **Verbal declarations of interest.**  
None
4. **Approve minutes of the previous meeting.**  
Minutes Trustees Meeting Minutes 14<sup>th</sup> December 2016  
**Approved**  
Board of Trustees - Meeting Minutes Reserved Business - 14th December 2016  
**Approved**
5. **Matters & Actions arising from previous meeting.**  
**Action 1:** It was agreed that SG would create 5 sub-plans, allocate leads and circulate.  
**Completed-** All Trustees were requested to look at the plans and by next meeting have spoken with the CEO and feedback any additional strands.  
**Action 2:** TS, PM, AW & SG to submit available dates to Clerk to arrange meeting  
**Completed**
6. **Presentation from Reed Global Recruitment** by Gavin Beart, Daniel McKenna & Ben Baillie  
*Anette Benny & Joan Watkins arrived during the presentation.*
7. **Update from the Head of Finance.**  
PT Summarised the content of the financial reports.  
<commercially sensitive information has been removed>  
**Accepted**
8. **Standing items.**
  - i. Scheme of delegation.
  - ii. Risk register.No update required.
9. **Trustee development plan update**  
See Item 5: Action 1
10. **CEO update.**  
<commercially sensitive information has been removed>  
  
Contractual obligations have been agreed for 2 provisions in Cornwall. This will expand and be replicated in Devon.  
  
With regards to the PRU in Devon, SG will be attending a meeting in 2 weeks to ascertain exactly what their needs are. Regarding the PRU in Poole, SG will discuss further to ensure an alignment of morals and purpose as ACE MAT is not a financial sponsor.

The Remuneration Committee are meeting at the end of next week to determine positive succession planning. The Remuneration Committee will sign of the plan following which a consultation period with ACE Plymouth Staff. The Board will ratify any decisions made by the Remuneration Committee following the feedback at the next meeting.

Courtlands are still due to stand up as of 1<sup>st</sup> February 2017

11. **LGB report.**

The Board unanimously agreed that they were happy with the template and information contained within the LGB report. This template will be trialled for a 6 month period and then reviewed. SB has provided a copy of the Courtlands Heads Report to be circulated around the Board for informational purposes. SB also advised that PCC had reversed their decision to increase the number of places at Courtlands back to 75 from the next academic year.

**Accepted**

12. **AOB.**

*(Items should be generally lodged with the clerk at least **48 hours before** the meeting).*

13. Reserved Business

## Actions Arising:

**Action 1:** All Trustees were requested to look at the plans and by next meeting have spoken with the CEO and feedback any additional strands.

## Pending Items:

Item	Date Added (meeting date)	Review Date
Terms of Office – length of service	15 June 2016	June 2017
Policy review	June 2016	By June 2017
Trustees meeting dates	July 2016	November 2016
Trustee Work plan	October 2016	

## Dates of Future Meetings:

~~Wednesday 22<sup>nd</sup> February 2017 – 18.00-20.00~~

Wednesday 15<sup>th</sup> February 2017 – 18.00-20.00 Members to attend and Finances to be signed and adopted

Wednesday 22<sup>nd</sup> March 2017- 18.00-20.00

Wednesday 19<sup>th</sup> April 2017- 18.00-20.00

Wednesday 17<sup>th</sup> May 2017- 18.00-20.00

Wednesday 21<sup>st</sup> June 2017- 18.00-20.00

Wednesday 19<sup>th</sup> July 2017- 18.00-20.00

## Board of Trustees:

Dr Tim Searle	<a href="mailto:tim.searle@mac.com">tim.searle@mac.com</a>	Chair
Mrs Sarah Gillett	<a href="mailto:sarah.gillett@aceschools.net">sarah.gillett@aceschools.net</a>	CEO & Head Teacher – ACE
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Mr Alastair Wright	<a href="mailto:alastair.wright@kpmg.co.uk">alastair.wright@kpmg.co.uk</a>	Vice Chair Designate
Mrs Annette Benny	<a href="mailto:annette.benny@nhs.net">annette.benny@nhs.net</a>	Trustee
Mrs Isabelle Morgan	<a href="mailto:isabelle.morgan@plymouth.gov.uk">isabelle.morgan@plymouth.gov.uk</a>	Trustee
Mrs Joan Watkins	<a href="mailto:lavenderjmw@gmail.com">lavenderjmw@gmail.com</a>	Trustee & Chair of Governors – ACE