MINUTES OF A MEETING OF THE CMAT BOARD OF TRUSTEES
HELD ON TEAMS
ON 15TH JANUARY 2025 at 17.30

Name	Designated Role	Attendance
Ann Kowalska	Chair	Present
Amanda Mellor	Vice Chair	Present
Maria Stelmach	Vice Chair	Not in attendance
Louise Gohr	CEO	Present
Chris Bell		Present
Ros Caulfield		Present
Louise Gibson		Apologies
Jo Morrow		Apologies
Anna Russell		Apologies
Simon Varo		Apologies
Julie Richardson	CFO	Present
Jenny Whiston	GCL	Present
Sue Lambeth	Clerk	Present

PART ONE – NON-CONFIDENTIAL BUSINESS

	Item
1.	**Welcome, Apologies and Any Other Business** The Chair welcomed CMAT Trustees and the CFO to the meeting which was quorate and started at 17.33. Apologies received from Louise Gibson, Jo Morrow, Anna Russell and Simon Varo were accepted. Maria Stelmach was not in attendance. No additional items of Part One business were requested.
2.	**Conflicts of Interest** Trustee declarations were up to date on GVO, and no other interests or conflicts with the business of the meeting were declared.
3.	**Chair's Action** The Chair reported no actions on behalf of the Board.
4.	**Membership** Anna Russell's term of office was due to expire on 21st March 2025. Election of a Vice Chair of the Finance and Audit committee

	Chris Bell, nominated by Ann Kowalska and seconded by Ros Caulfield, was duly elected as the Vice Chair of new Finance and Audit committee for 2024-25. AM joined the meeting at 17.53.
5.	**CEO Report to Directors – Part One** Quality of Education Autumn Data headlines and analysis of groups The CEO drew trustees' attention to the narrative provided in the data document and confirmed that, following alerts around some pockets of data across the trust, each school had had a data accountability discussion meeting based on the preparatory work by the Heads. Greater accountability now rested with the Heads to analyse and explain their school's data and future steps, and they were held to account by the CEO. The data for Elworth Hall (EH) continued to be being monitored, particularly Maths with 61% of pupils on track to be expected compared 73% nationally. Spelling, Punctuation and Grammar (SPAG) was an area of focus for the school. All Pupil Premium (PP) leads had now supplied further data for pupils on the Raising Attainment for Disadvantaged Youngsters (RADY) programme. The Team Around the School meetings, comprising the CEO, the CFO and the Governance and Compliance Lead, had also taken place to identify any levels of vulnerability in multiple areas including governance. Rag rated findings had been fed back to Heads for further discussion. The process demonstrated that the School Improvement Framework model in place was working well. Meetings to discuss The Berkeley Academy (TB) and EH took place each half term with meetings for other Chancery schools once per term. The CEO communicated regularly with the School Improvement Partners (SIPs). Following meetings, common areas across schools were identified for trust action. **Q: Have all rag ratings been agreed accurate by the schools?** A: To date all have accepted the ratings and the trust's pro-active approach has been welcomed. Training for Heads had taken place with the Create Learning Trust. The Berkeley Academy (TBA) had had a SIP visit on Tuesday 14th January, the outcome of which had been that the school was not in a vulnerable position with some visible elements of moving to outstanding. TB was ready for inspection, and there were no concerns from an Ofsted framework perspective. Trustees were alerted to the re-consideration of the frequency of collection and sharing of assessment data, whether schools were assessing pupils against what had been taught or against a standard, and whether pupils were retaining their learning. This would be further explored with the Heads.

	RADY The RADY project had been piloted for Cheshire East (CE) across Chancery in previous year, following which Cheshire East (CE) had agreed to continue funding for schools to reflect further. The CEO was to meet CE Heads to share what RADY had achieved for Chancery. Trustees welcomed the glossary provided and agreed the format of the report was suitable.
6.	**Management Accounts** Latest set of management accounts (November 2024) The CFO apologised for the delay in sharing the latest management accounts caused by issues around Excalibur School cost centres which had now been resolved. CFO visits were to take place shortly after which accounts would be updated. Trustees were assured that the January accounts would be up to date. Balances carried forward and accruals were not currently included in the data provided. Trustees had no questions, and the CFO confirmed that there were no major concerns. The budget spending at Elworth Hall would continue to be carefully monitored. Cash flow was in order. **Q: What is the reason for the difference in appearance of the report at Willaston Academy?** A: Former differences and system issues have been resolved, and all schools are now on same account.
7.	**Finance Matters** No letters had been received by the Accounting Officer.
8.	**Equality and Diversity** Annual equality information report Information relating to schools' staff and pupils had been collated with governance information, and the report was now available on the trust website. There had been no major changes since the previous year. Trustees welcomed the clear presentation of the information.
9.	**Trust Governance** No link meetings had taken place since the previous trustees' meeting. Trustees with outstanding training would receive a reminder from Jenny Whiston, and further recruitment of trustees with educational expertise was ongoing.

10.	**Reports from Committees** The Part 1 minutes from the final Standards committee (Autumn 2024) had been approved on GVO and trustees had no questions.
11.	**Policies** Teachers' Pay Policy 2024-25 The document based on CE model policy had been amended to reflect changes relating to performance related pay. Consultation had taken place with unions and Cooks Lawyers, with amendments from Cooks being incorporated into the final document. Alignment of Special Educational Needs and / or Disability (SEND) allowances across the trust would be discussed at the forthcoming Heads meeting. The CEO stressed the need for fairness of allowances which should represent the SEND context and demands of the school. The CEO recommended trust-wide alignment based on similarity of the schools in terms of SEND demand. However, the LGB could be allowed to raise additional work of the SENCO in a school. Alignment would be actioned once there was a natural change of staff. All SENCOs received time for SEND work but proportions across the schools were different. **Trustees approved the Teachers' Pay Policy 2024-25 and agreed that SEND allowances should be aligned with a range subject to the local schools and CEO.** The rewritten Teacher Appraisal Policy had been submitted to, and agreed by, Cooks Lawyers and reflected the removal of performance related pay and the new DfE model policy.
12.	**Cheshire East (CE) Director of Children's Services Report** The Spring 2025 report was not yet available.
13.	**Minutes of the previous meetings / matters arising and actions** The meeting **confirmed** that the Part One minutes of the meeting on 27th November 2024 on GVO were an accurate account and had been approved on GVO. There were no matters arising. The list of completed tasks had been included in the meeting pack and the list of outstanding tasks was reviewed: • Outstanding training and skills audit completion would be pursued by JW. • The purpose and practice of link governor meetings was to be raised with the LGB Chairs. Link governor meetings, originally set up for governors to network and share good practice, had become forums for trust / school information sharing which involved greater staff workload.

	The concept of a "Governance Night' with opportunity to collaborate and connect was suggested. An update would be given to next meeting. • The Risk Register would be presented to the Spring 2 Board meeting. • It was agreed that Amanda Mellor would assume the role of link governor at TB and would be available for Ofsted meetings.
14.	**Board Impact** Impact of the board on pupils and staff across the trust since the last meeting The meeting had: • examined the data provided, its presentation, and the alerts and areas of concern. • received and accepted the management accounts. • approved the Pay Policy and were to approve the Appraisal Policy on GVO. • discussed and celebrated the continuing implementation of the RADY project across the trust and the showcasing of it across Cheshire East.
15.	**Any Other Business** There was no other business for discussion.
16.	**Date of Next meeting** The date of the next meeting of the Chancery Trustees was confirmed as 19th March 2025 on Teams at 17.30.

Part One of the meeting closed at 18.35.