

Braunton Learning Cooperative Trust



Date/Time	05.10.2022 6pm	Location	Southmead Primary School		
Member name	Type	Representing		In attendance	Apologies
Jeremy Cooper	P	ACCT	JC		Y
Faye Bowler	P	Braunton Academy	FB	Y	
Mark Juby	P	Braunton Academy	MJ	Y	
Sonia Grant	F	Caen Primary	SG		Y
Sam Page	F	Caen Primary	SP	Y	
Alison Smith	F	Georgeham Primary	AS	Y	
Julian Thomas	P	Georgeham Primary	JT	Y	
Briony Tuohey	F	Kingsacre Primary	BT		Y
Claire Cole	F	Kingsacre Primary	CC	Y	
Alun Dobson	F	Marwood Primary	AD	Y	
Liz Quick	F	Marwood Primary	LQ	Y	
Brad Bunyard	F	Southmead Primary	MS	Y	
Nick Plumb	F Chair	Southmead Primary	NP	Y	

In Attendance:

Natalie Stanbury		Clerk	NS	Y	
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Item	Detail
1.	<p>Welcome and Apologies</p> <p>Apologies were sanctioned as above. The meeting was quorate.</p> <p>Reminder of our core responsibilities as trustees: https://drive.google.com/open?id=1o-WUvhwNDDaV5owl0fdYakX-2bYKWe5</p> <p>Our aims as an organisation are here: https://www.brauntonlearningcooperativetrust.org/about</p>
2.	<p>Declaration of Pecuniary Interests</p> <p>Directors to complete new declarations at the meeting.</p> <p>To note any changes or new interests to the published register. Board members must declare an interest and leave the meeting when the appropriate item is dealt with.</p>
3.	<p>To elect a Chair and Vice Chair</p> <p>This item was chaired by the Company Secretary.</p> <p>Nominations were received from Nick Plumb for the position of Chair and Sam Page for the position of Vice Chair. They left the room at this point.</p>

	Trustees elected Nick and Sam to the positions of Chair and Vice Chair respectively for a term of one year.
4.	<p>Appointments To formally appoint the following people as Trustees to the board: Fay Bowler - Head, Braunton Academy</p> <p>Fay Bowler was duly appointed and warmly welcomed.</p> <p>ACTION – Natalie to publish new director details to Companies House and send appointment letter.</p> <p>To formally appoint the following people as Foundation Governors on individual boards: Laura Welburn - Caen Primary School</p> <p>Laura Welburn was duly appointed.</p> <p>ACTION – Natalie to send appointment letter to Laura Welburn and ensure a declaration of eligibility and DBS are in place.</p>
5.	<p>Agree the minutes of the Trust meeting held on 06.07.21. Attached. Minutes were agreed by Trustees.</p> <p>ACTION – Natalie to publish to the Trust website.</p> <p>To note correspondence from HMRC and the ICO and our response. Confirmation is received from the ICO – there is no need to register as an organisation. We await a response to the letter sent by Nick Plumb on behalf of the Trust to HMRC.</p> <p>Matters Arising from the previous meeting:</p> <p>ACTION - Discussions on shared values took place and it was agreed to continue these at the next meeting. Complete.</p> <p>Trustees agreed the website to identify CSNet values and look to develop “ARE” in time as a shared tagline in the future.</p> <p>ACTION – NP to draft an impact statement for agreement at the Autumn AGM. Complete.</p> <p>ACTION – Nick Plumb and Natalie Stanbury to continue to seek and receive updates on land and asset transfers. Complete.</p>
6.	<p>To agree key Trust documents Review the Memorandum of Understanding, note any updates and make arrangements for signing. Attached.</p> <p>Trustees agreed the Memorandum of Understanding subject to corrections to the foundation governors for some schools.</p>



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	<p>Trustees noted the need to convene a members forum. It was agreed we would take advice on this and look to develop the forum over this academic year.</p> <p>ACTION – Natalie to seek advice regarding the members forum setup</p> <p>ACTION – Natalie to ensure corrections to Foundation governors in the MOU are made</p>
7.	<p>To agree the dormant accounts made up to 31/08/2021 and make arrangements for submission to Companies House.</p> <p>Dormant accounts were agreed by Trustees and these will be published on the website. These will be submitted to Companies House.</p> <p>ACTION – Natalie to submit dormant accounts to Companies House</p>
8.	<p>To receive the Trust Impact Report and agree.</p> <p>Trustees agreed the statement noting the following:</p> <p>The document clearly evidences our commitment to outward looking relationships and collaboration.</p> <p>Our agenda for our commitment to 2-16 education in Braunton can be fulfilled.</p> <p>Our commitment to improving outcomes for all stakeholders is evident.</p> <p>Continuing support for our Heads was a real positive as a result of COVID19.</p> <p>A clear path for the future based on the success of the last year despite the COVID19 pandemic.</p>
9.	<p>To receive an update on the Trust Action Plan.</p> <p>Trustees reviewed the minutes of the last HT meeting. The meeting was a productive open forum for heads to share experiences and plan for the future.</p> <p>Key areas discussed</p> <ul style="list-style-type: none"> • Sharing of school improvement plans to identify common areas of need • Primaries continue to strive for greater depth in reading, writing and maths. Braunton Academy now in a position to share CAT scores and follow up any anomalies with primary schools – further evidencing collaboration and robust judgments at transition. • Middle leadership development continues to be a priority • Building on the success of maths and English coordinator meetings – foundation subject leads will meet and share best practice • Funding – how do best use our resources in the current financial climate? School business managers to meet and discuss shared buying and support strategies. • SEND and how we best support each other through SENDCO collaboration.



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	<ul style="list-style-type: none"> • Curriculum intent, implementation and impact – how can we support each other? • Support for wider groups – school business managers, governors, foundation subject leaders • Shared online safety training is arranged. • Chairs meeting to be arranged and the group will continue to meet and support and share • School to school support is planned via triad meets – to evidence professional challenge. <p>ACTION – Heads to liaise regarding school improvement tours for Autumn 2</p> <p>ACTION – Governors to share dates of governance meetings and aim to meet in schools</p>
10.	<p>To receive and update on the progress of corporate members.</p> <p>Discussion regarding increasing membership of schools – the Trust would be open to support schools in need at the current time. Trustees will keep a watching brief regarding increasing the number of schools – bearing in mind we have not been able to fulfil as much as we had planned due to COVID19.</p> <p>It was noted by Trustees following a meeting of Chairs of Governors and Dawn Stabb partnerships such as cooperative trusts would be considered formal partnerships as long as there is evidence of positive impact. The Trust is already receiving positive feedback on its work – particularly for SEND. This was an encouraging position for the future bearing in mind the current rhetoric around joining formal partnerships from the DfE.</p>
11.	<p>Business Arrangements</p> <ul style="list-style-type: none"> • Arrangements to fund Trust Activities <p>Trustees noted the current arrangements. There has not been a need to fund Trust activities collectively or open a Trust bank account, this will be kept under review as we widen our activities over the coming year.</p> <ul style="list-style-type: none"> • Update on Land and Asset Transfers <p>This is ongoing with delays attributable to paperwork due to be received from the solicitors and Devon County Council. We continue to chase this matter.</p> <p>Trustees asked for an update on buildings and over subscription at Braunton Academy. Leadership at Braunton will continue to work with the relevant bodies. PAN will continue at current numbers and primaries will continue to manage expectations regarding transition to secondary.</p>
12.	<p>Summary of Positive Impact</p> <p>What have we discussed today to improve outcomes for children in our schools?</p>



	<p>Professional rigour and curriculum development</p> <p>Commitment to continuing collaboration through a range of projects.</p> <p>Arrangements for triad working</p> <p>Advancement of the forum membership and the strategic development of the trust.</p>
13.	<p>To agree dates for a spring and summer term meeting.</p> <p>01.02.21 Spring meeting, 6pm at Southmead Primary School</p>

ACTION – Natalie to seek advice regarding the members forum setup

ACTION – Natalie to ensure corrections to Foundation governors in the MOU are made

ACTION – Natalie to submit dormant accounts to Companies House

ACTION – Heads to liaise regarding school improvement tours for Autumn 2

ACTION – Governors to share dates of governance meetings and aim to meet in schools



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