



**Minutes of the Diverse Academies Trust meeting  
held on Wednesday 12 June 2019 at Diverse Education Centre  
after the Partnership Board meeting**

Membership			
A = absence	Trustee name	initial	Trustee
	Mr J Rolph	JR	Trustee & Member (Chair of the Board)
	Mrs M Blore	MB	Trustee & Member
	Mr M Quigley	MQ	Trustee
	Mr I Storey	IS	Trustee
	Mr P Mabbott	PM	Trustee
	Miss C White	CW	Trustee

In attendance:

A = absence	Staff/in attendance	Initial	
	Mrs A Elway	AKE	Clerk/Company Secretary

Item No	Item	Action/ by who/ when
<b>DAT/48/1819</b>	<b>Apologies for absence</b> All Trustees were present.	
<b>DAT/49/1819</b>	<b>Declaration of interest &amp; any changes to interest previously noted</b> There were no specific declarations of interest to be disclosed for any items of discussion on the agenda. Trustees confirmed there were no additional interests to declare.	
<b>DAT/50/1819</b>	<b>Minutes of the meeting dated 3 April 2019</b> The minutes of the meeting, having previously been received by email were agreed and signed by the chair.	
<b>DAT/51/1819</b>	<p><b>Matters arising</b> <i>Update – New Master Funding Agreement for DAT</i> <i>Update – New Supplemental Funding Agreement and Deed of Variation for Walton for co-ed in September 2019</i></p> <p>Draft Funding Agreements had been received and approved by Mr Rolph. Trustees agreed that he may sign the documents on Trustees behalf when received from solicitors.</p> <p><b>Approval of job description/appointment of Clerk to Trust Board/Lead Clerk</b> Trustees confirmed they had received the job descriptions for the above role and that of the Team Leader Clerk (existing clerk) in academies. Mrs Elway advised that she has spoken to the Clerks about the roles and expressions of interest for the Clerk to Trust Board/Lead Clerk are to be submitted in readiness for interviews. If none are received, internal adverts will be placed and thereafter external adverts.</p> <p><b>In response to questions</b>, Mrs Elway advised that the clerk team leader role has been evaluated as a Grade 5 and although the role has reduced from 15 hours to 7.5 hours per week clerks have been advised that they will not lose</p>	



	<p>hours via this process as they will be aligned into an academy. Cost savings will still be achieved through this process.</p> <p>Trustees were asked to consider being part of the interview panel.</p>	
<b>DAT/52/1819</b>	<p><b>Any decision(s) to be approved following Partnership Board meeting</b> <i>Admission of 2 year olds at Wainwright Primary Academy</i></p> <p>Following the discussions at the Board meeting, the recommendation was approved. Mrs Elway was asked to confirm this to Mrs Thornton.</p> <p><i>Early Years Provision at Diverse Education Centre</i> Following the discussions at the Board meeting, Mrs Elway was asked to convey to Mrs Thornton that the proposal is agreed in principle following receipt of a 3-year costed business plan being received and approved at the next Board F&amp;R meeting on 10 July.</p> <p><i>Change to start and end time at Tuxford Academy</i> Trustees approved the proposal as discussed at the Board meeting. Mrs Elway was asked to convey this to Mr Vernon.</p>	<p><b>AKE</b> <b>Email sent</b> <b>13/6/19</b></p> <p><b>AKE</b> <b>Email sent</b> <b>13/6/19</b></p>
<b>DAT/53/1819</b>	<p><b>Membership – resignation of Simon Jones/appointment of new Trustees</b> Trustees noted Mr Jones’ resignation mainly due to work commitments. Mrs Blore advised that she may know a potential Trustee, however, he works for the LA and rules of Associated Persons need to be reviewed to the Articles of Association.</p>	
<b>DAT/54/1819</b>	<p><b>To note statutory filing completed (on Trustees report)</b></p> <ul style="list-style-type: none"> <li>- Registered office address changed to Diverse Education Centre Old Hall Drive Retford DN22 7EA for Diverse Academies Trust, Retford Academy and D.A.L.P Trading Limited</li> <li>- Removal of Simon Jones as a Trustee from Companies House following his resignation</li> <li>- Dormant Accounts filed for Retford Academy Limited</li> <li>- Budget Forecast Return to ESFA</li> </ul>	
<b>DAT/55/1819</b>	<p><b>Approval of job description/appointment of Clerk to Trust Board/Lead Clerk</b> Discussed above</p>	
<b>DAT/56/1819</b>	<p><b>Determination of confidentiality of business and Equality Act consideration including the Nolan Principles</b> Governors considered whether anything discussed during the meeting should be deemed as confidential and whether during their discussions any equal opportunities issues have arisen. It was Resolved That there had been no confidential discussions at this meeting, however, discussions deemed confidential at the DALP Board meeting should remain so. The Nolan Principles had been received by all and it was agreed that all discussions and decisions had been made in accordance with them.</p>	



<b>DAT/57/1819</b>	<b>Date of 2018/19 meetings: After the Partnership Board meeting on:</b> Wednesday 10 July 2019  The meeting closed at 18.29pm	
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Signed ..... Date.....