



Discovery Schools Academy Trust

**MINUTES OF AN ANNUAL GENERAL MEETING OF
DISCOVERY SCHOOLS ACADEMIES TRUST LTD ("COMPANY")
held at Fossebrook Primary School, Holmfield Avenue West, Leicester Forest East, LE3 3FF
on 19th January 2017
at 5pm**

PRESENT:	NAME	POSITION
	David Williams	Member (Chair)
	Kate Foster	Member

APOLOGIES:	NAME	POSITION
	Carolyn Lewis (representative of DLET)	Member

IN ATTENDANCE:	NAME	POSITION
	Paul Stone	CEO
	Brenda Davies	Director of School Improvement & Cluster Lead
	Jon Brown	Executive HT of Redlands & Cluster Lead
	Dawn White	Executive HT of Danemill & Cluster Lead
	James Brown	Deputy CEO
	Louise White	Director of Operations
	Helen Stockill	Head of Governance – starts end of Jan
	Nathan Odom	Project Officer – starts Feb 2017
	Maggie Spence	Director
	Jo Rogerson	Group Finance Officer
	Dawn Huntley	Group Finance Officer
	Ed Green	Director
	David Briggs	HT of Kibworth CE & Cluster Lead
	Jonathan Parsons	Director
	Gary Sims	Director
	Sarah Hancock	Executive Assistant


1. WELCOME & OPENING REMARKS

Introductions were made and the Chair welcomed everyone to the meeting. It was noted that the meeting was quorate.

2. APOLOGIES

Apologies had been received from Carolyn Lewis who had completed the proxy form and appointed David Williams as proxy in her absence. Richard Eastman was absent.

Chairs Initials:

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3. DECLARATION OF INTERESTS

No changes.

4. MINUTES OF PREVIOUS AGM

The minutes of the previous AGM, 1st February 2016, were **ACCEPTED** as a correct record and were signed by the Chair.

5. MATTERS ARISING FROM THE MINUTES

No matters arising.

6. TRUSTEES REPORT

DLET's representative sent comments in her absence and the Chair shared these with those present.

The CEO presented the Trustee's report detailing the data, with specific reference to the drop below National Average. He explained the actions being taken to help get schools back on track, with a focus on the 4 lowest achieving schools and the SOAP which supports in tracking schools progress.

Areas of focus for the Trust have been identified from the SOAP to target support.

7. PRESENTATION OF ANNUAL ACCOUNTS FOR 2015.16

The Group Finance Officers (GFOs) presented the accounts to Members. The Accounts were approved by the Board of Directors in December and sent to the EFA before the deadline, 31st December 2016. They will be posted on Companies House and the Trust website by 31st January 2017.

An unqualified opinion has been given by the Auditors, MHA McIntyre Hudson, and along with the accounts Auditors have submitted a Management Letter. No high level points were raised, and other points are being actioned.

Income increase was due to Captain's Close Primary School, Farndon Fields Primary School and the School Centred Initial Teacher Training (SCITT) joining in this year, however this also meant the Trust pension deficit increased.

8. APPOINTMENT OF AUDITORS FOR 2016.17

The GFOs recommended the appointment of MHA McIntyre Hudson for 2016.17. The cost last year was £28k and it is expected to be in the same region, even as the Trust grows.

Members present voted in agreement of the appointment of MHA McIntyre Hudson as Auditors for 2016.17

TRUST VISION, VALUES AND AIMS

The CEO presented Members with an update on how the Trust is working in line with its Values.

The Headteacher of Kibworth CE Primary School gave a presentation on ASHA, a charity in New Delhi that a group of staff from the Trust visited and worked with in 2016. An understanding of the charity and its work, as well as the impact on staff participating and pupils in DSAT schools, was detailed. The next steps moving forward were highlighted and it was discussed that the Board would take this to their meeting for further consideration as to whether the Trust should look to carry on the work into the next year.

9. CLOSING REMARKS

The Chair thanked everyone for attending and there being no further business, the Chairman declared the meeting closed at 5.20pm.


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Chairman

18/1/17
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Date

Chairs Initials:

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