

**THE SPRING PARTNERSHIP TRUST**  
**Final adopted minutes of a meeting of the Trustees**  
**held at The Warren at 7pm on Tuesday 28<sup>th</sup> March 2023**

**Present:**

Mr A Blount  
Ms W Cartwright (remotely)  
Mr J Cliff, Chair  
Mr M Ellis  
Mrs N Sandigurskaia

**In attendance:**

Mrs G Sesli, Acting Joint CEO  
Mrs C Sheehan, Acting Joint CEO  
Mrs V Bolton, COO  
Miss K Crossley, Clerk

**1. Apologies for absence**

1.1 Apologies for absence had been received from Ms Barenbrug, Mr Barlow and Mr Terry. No apologies had been received from Mrs Brookman.

1.2 Trustees welcomed Mr Ellis, who had been appointed to the Board on 23<sup>rd</sup> March 2023.

1.3 Trustees approved the following appointments:

Chair of Finance and Resources - Mr Cliff  
Chair of Audit Committee - Mr Ellis

**2. Declaration of pecuniary interests**

2.2 None.

**3. Minutes of previous meeting**

3.1 The minutes of the meeting of 9<sup>th</sup> February 2023 were approved by Trustees and signed by the Chair.

**4. Executive reporting**

4.1 Trustees were referred to the Executive Report.

**4.1.1 Consolidated strategic plan**

4.1.1.1 Trustees were referred to the commentary in the Executive Report on the updated Consolidated Strategic Plan, with colour-coding reflecting the status of actions. The majority of actions had been completed.

4.1.1.2 Following the Ofsted inspection at Leasons Primary School in November 2022, enhancements had been made to the curriculum which had resulted in improvements in the quality of education provision. CPD had been provided to senior leaders to support them in the preparation for future Ofsted inspections.

**4.1.2 Financial update**

4.1.2.1 Further to discussion at the previous meeting on the financial impact of a significant increase in the number of pupils with SEND, refinements continued to be made to financial forecasting. The management accounts to January 2023 reflected a much

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improved in-year forecast, with a revised deficit of £217k, which was within the brought-forward reserves and below the approved budgeted deficit. Agency costs remained high but had slowed down. The majority of cover was managed internally but where vacancies were still unfilled there was still a need for external supply, as well as covering staff sickness.

4.1.2.2 This minute was deemed to be confidential, see confidential minute 1.

#### **4.2 SEND challenges**

4.2.1 The Trust continued to explore all possible options to address the national issues relating to SEND challenges and supporting SEND pupils. Legal advice was being sought on adherence to the timelines for EHCPs and exploring options in relation to named placements on EHCPs.

4.2.3 The Chair was disappointed not to have received any responses to his letters to local councillors and senior education staff at the borough on the impact of the increase in the high number of pupils with SEND in the Trust. An urgent meeting was being sought with local councillors.

4.2.4 The Trust had written to the LBB Director of Education at the borough about the number of pupils entering Trust nurseries with very high levels of need; the Trust had notified the Director of Education that it was not able to meet the needs of the 14 pupils in question (of a total of 26 pupils accessing the resource) who had complex needs, and had highlighted the impact of the situation on staff.

4.2.5 This minute was deemed to be confidential, see confidential minute 2.

4.2.6 This minute was deemed to be confidential, see confidential minute 3.

#### **4.3 Financial update**

4.3.1 This minute was deemed to be confidential, see confidential minute 4.

4.3.2 This minute was deemed to be confidential, see confidential minute 5.

#### **4.4 Monthly management accounts to January 2023**

4.4.1. There were no questions from Trustees on the monthly management accounts to January 2023.

#### **4.5 Risk register items**

4.5.1 The MAT risk register had been updated and circulated to the Board. Trustees acknowledged that the grading of a proportion of higher level risks had been reduced over recent months.

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**4.6 P365 contract support renewal**

4.6.1 Trustees were referred to the spend request for the renewal of the IT support contract with Platform 365, which had been compiled in line with the agreed procedures for core operational services as set out in the Trust Contract Management list. Information was provided on the process followed, including an internal review and staff survey of the current provision.

4.6.2 Trustees approved the recommendation for a new contract with Platform 365 to be commenced for a 3 year period (with an option to extend the contract for a further 2 years) at an annual cost as follows:

- £46,920 for Y1 and Y2
- £49,266 for Y3 and Y4
- £51,729.24 for Y5.

**5. Trust Committee Business**

**5.1. HR Committee meeting, 15<sup>th</sup> March 2023**

5.1.1 Trustees were referred to the minutes of the HR Committee on 15<sup>th</sup> March 2023. The Chair provided commentary on discussions on the UPS consultation, exit interviews and Equality, Diversity and Inclusion data.

**5.2 Extraordinary FARCO meeting, 8<sup>th</sup> March 2023**

5.2.1 There were no questions from Trustees on the extraordinary FARCO meeting on 8<sup>th</sup> March 2023.

5.2.2 The increased need for Trustee presence in schools was noted. Trustees were encouraged to engage with a programme of visits to each site starting in the summer term. **JC/KC to action.**

**6. Policies**

**6.1 Supporting Pupils with Medical Conditions Policy**

6.1.1 Trustees were referred to the Supporting Pupils with Medical Conditions Policy. The policy was approved.

**7. AOB and date of next meeting**

7.1 There was no other business.

7.2 The next meeting would be held on Thursday 18<sup>th</sup> May 2023 at 7pm at The Warren.

7.3 The meeting closed at 8:30 pm.

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Signed: .....Date:.....

John Cliff, Chair of Trustees