

**Minutes of a Meeting of the Board of Directors of the Keskowethyans MAT, held on
Thursday 7 December 2017, 5pm at St Keverne School**

Present: Mrs Jane Dudley, Mrs Zoe Holmes, Mrs Pam Miller (Chair), Mrs Jill Ludbrook, Mrs Wendy Sherlock, Revd. Peter Sharpe, Mr Tony Sanders, Mr Ian Ravenhill.

Apologies: Mrs Susan Fawcett

In attendance: Mr Darren Perry, Francis Clark

Welcome: The chair welcomed all those present, introducing the new members of the Board to the auditor, Mr Darren Perry.

Declaration of interests: The chair received a declaration of interest statement from Mr Ian Ravenhill.

Presentation of Accounts: Mr Darren Perry presented the accounts, explaining in detail their construction for the benefit of the new members of the Board. Several questions were raised during his presentation, mainly concerning the differences in balances between the closing annual statements prepared by the Trust and those prepared by the Accountants. These differences were explained in detail by Mr Perry, although it was not entirely clear whether this had been totally understood. The Finance Committee will look at this in more detail.

Several minor amendments and queries were also raised which were agreed and confirmed during the course of the presentation.

The Audit Report also raised various questions and issues for the Board to address, all of which would either be dealt with immediately by the Acting HT, or addressed at the next meeting of the Finance Committee.

It was confirmed that the Audit Report should accompany the Annual Accounts when uploaded to the ESFA.

It was proposed and unanimously agreed that the accounts should be received, subject to the various text amendments, also agreed. Mr Perry was thanked for his presentation of the accounts and audit report.

Mrs Jill Ludbrook left the meeting at this point.

Finance Policy: It was agreed that the Policy and its implementation would be finalised at the next Finance Committee. Key financial controls being a priority to pursue.

Chartwells: Mr Sanders reported on the recent negotiations with Chartwells, resulting in a reduction of the annual the cost anticipated by the Trust and illustrated by a chart, circulated to members of the Board (attached) It was agreed that the new contract would provide 2 kitchens, Grade Ru-an & St Keverne, with labour for delivery and serving. St Keverne would also serve Coverack and Manaccan. Any potential redundancy payments would be honoured by Chartwells. It was agreed to accept the option of £29,210 per annum, which included labour costs. During the course of the discussion, the Board was made aware of a query with respect to the KS2 income. It was agreed that this would be followed up and analysed.

Action: WS/AS/PS

Mr Sanders was thanked for his help in this matter.

Resignation: The Chair had received a notice of resignation from Vice Chair, Mrs Martha Mita who would be moving out of the County fairly soon. She had responded to Mrs Mita, expressing

sincere thanks for 20 years of service to both Coverack and St Keverne Schools and with every good wish for the future. The election of a new Vice Chair was considered, but deferred until the new year.

Committee Members: Ian Ravenhill will join the Premises Committee.

Confidential Matters: See separate minutes dated 7.12.17

The meeting closed at 8.30 p.m.