

## HADRIAN LEARNING TRUST

### Minutes for Meeting of Board of Trustees

3pm, Wednesday 28 February 2018

**In attendance:** Simon Kitchman (SKi), David Hartland (DH), Graeme Atkins (GA), Tony Brown (TB), Barbara Hignett (BH), Kate Chaplin (KC), Sarah Kemp (SKe)

**Also attending:** Charlotte Gaines (CG, Clerk to Governors), James Andriot (JA, Acting Head of School)

#### Part 1 Classified Non-Confidential

##### 1) Apologies

Apologies for non-attendance were received from Veryan Johnson and Jonathan Holmes.

##### 2) Declaration of pecuniary, business or personal interests

No declarations of pecuniary, business or personal interest were made in addition to those already recorded in the Register of Interests.

##### 3) Minutes of meetings - approval and matters arising

The Minutes of the following meetings, having been circulated to Trustees, were discussed:

- Hadrian Learning Trust Board – 24 January 2018 – Part 1

Trustees agreed that these were an accurate record.

##### Matters arising

JA confirmed that no changes to the PE uniform were being proposed.

##### 4) Stakeholder engagement

CG advised that the Spring Concert is due to take place on 8 March. KC, BH and DH confirmed they would be attending. SKe asked about the concert taking place on 4 May. CG advised this is on the school calendar but has not yet been fully advertised.

SKe suggested working with Hexham Town Twinning Association to enable an exchange with a school in Noyon. Trustees agreed that JA and SKe should discuss this further.

JA/SKe

KC suggested that an effective alumni scheme could generate additional income for HLT. SKi agreed but suggested that this be deferred to a summer meeting. Trustees agreed.

CG

##### 5) Committee Membership and Chairs

SKi advised that VJ has expressed an interest in joining the HR and Performance Committee. He also highlighted that the Terms of Reference indicate that there should be three members. He suggested that, as Chair, SKi should remain on the committee but that either TB or DH may wish to stand down, particularly in light of their various other commitments. SKi also suggested that VJ may wish to chair the committee due to her background in HR.

Trustees agreed that VJ should join and chair the committee. TB and DH agreed to discuss who would stand down.

TB/DH

**6) Letters from Education and Skills Funding Agency to Chief Accounting Officer**

Trustees acknowledged receipt of the letters and confirmed that they noted the updates provided.

**7) Letter from Lord Agnew to Chair of Trust Board**

Trustees acknowledged receipt of the letter and confirmed that they noted the information provided.

**8) Urgent business with agreement of Chair**

Trustees discussed the Trustee payments and allowances policy and noted that no remuneration is proposed for Trustees. Trustees agreed.

**9) Close and confirm date of next meeting**

Part 1 of the meeting was concluded.

The next meeting will take place on Wednesday 28 March 2018.

Trustees moved onto Part 2 of the agenda.