

MINUTES of the BOARD MEETING

21 May 2019, 1.15 p.m. at Tolvaddon Business Park

Part A Public

Item	Subject	Action
	<p>Trustees present: Tom Briant-Evans (TBE) (by telephone conference) – <i>joined meeting at item 5</i> Mike Hosking (MH) – Chair Nick Lake (NL) Keith Tipler (KT) John Whetter (JW)</p> <p><i>Also present:</i> Lynne Dove - clerk Mike England (ME) – Finance Director <i>items 1-3 only</i> Steve Eva (SE) – Premises Manager <i>item 4 only</i> Simon Hague (SH) – CEO Tamsin Lamb (TL) – School Improvement Officer</p>	

- 1 Apologies:**
Jeremy Alder (JA) – Trust Secretary.

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10	Governance Handbook briefing	
10.1	Trustees noted the briefing.	
11	AOB	
11.1	Governance Lead Trustee. KT agreed to take on this vacant role. Trustees discussed need to have a clear schedule for reporting and move to 'by exception' reporting for school visits.	
11.2	Former trustee and chair. Board agreed to arrange for a thankyou card and flowers	