

Tarka Learning Partnership

Directors Minutes



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| Date: Wednesday 13 th September 2018 | Start time: 6.30pm | End: 9.20pm |
| Chair: Paula Stein (PS) from item 6 | Clerk: Sarah Robinson (SR) | |
| Directors Present | Agenda: | |
| Andy Cotton (AC) - CEO | 1. Apologies | |
| Graham Cockell (GC) | 2. Declaration of pecuniary/no pecuniary forms | |
| Joanne Byrne (JB) | 3. Declarations of interest for the meeting | |
| Neil Hookway (NH) | 4. Code of Conduct form | |
| Chris Rice (CR) | 5. Confidentiality | |
| Clare Tope (CT) | 6. Election of Chair/Vice Chair & Responsibilities | |
| | 7. A) Format for future agendas B) Minutes of the last meeting C) Matters arising | |
| | 8. Additional Directors Meeting | |
| | 9. Finance Policy & Procedures Manual | |
| | 10. Items to go to LGB for consideration | |
| | 11. Balances & Reserves Policy | |
| | 12. Investments Policy | |
| | 13. Whistleblowing Policy | |
| Directors Not Present | 14. Risk Management Policy | |
| | 15. Risk Register | |
| | 16. Governor Expenses & Allowances Policy | |
| | 17. Pay Policy | |
| | 18. TLP Budget 2018/19 going forward | |
| | 19. FMGS Policy | |
| Also Present | 20. Trustees report - draft | |
| Mo Cann (MC) - CFO | 21. Establishing a Pay and Audit Committee | |
| | 22. Complaints Policy | |
| | 23. Appointment of remaining Directors | |
| Acronyms Used | 24. Director representation at COGs | |
| CEO – Chief Executive Officer | 25. Time and date of next meeting | |
| CFO – Chief Finance Officer | 26. Items brought forward to the Chair | |
| FMGS – Financial Management & Governor's Self-Assessment | | |
| COGs – Chairs of Governors Group | | |
| LGB – Local Governing Body | | |
| MAT – Multi-academy Trust | | |
| TUPE – transfer of undertakings, protection of employment | | |
| JCC – Joint Consultative Committee | | |
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| Summary of Decisions | | |
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| Item: | Decision | Action |
| 6. | Election of chair of directors, Vice Chair and relevant responsibilities PS – Chair and Director for Staff well-being and equality GC – Vice-Chair and Link Director for LGBs and COGs CT – Director for Teaching and Learning NH – Director for Estates, Health and Safety JB – Director for Inclusion CR – Director for Finance | |
| 7b. | Minutes of the last meeting The minutes from 06 th September 2018 were agreed . Policies adopted | |
| 9. | Finance Policy and Procedures Policy | |
| 11. | Balances and Reserves Policy | |
| 12. | Investment Policy | |
| 13. | Whistleblowing Policy | |
| 16. | Governor Expenses and Allowances Policy | |