



## EDUCATION SOUTH WEST ANNUAL GENERAL MEETING

Minutes of the **Annual General Meeting** of Education South West held at **South Devon UTC** at **6.00pm** on **Thursday 6<sup>th</sup> February 2025**.

<b>Name</b>	<b>Role</b>	<b>Present/Absent</b>
Nic Grodhunce NG	Member	<b>Present</b>
Sharon Marshall SM	Member	<b>Present via Teams</b>
John Pike JP	Member	<b>Present</b>
Margaret Turgoose MT	Member	<b>Present via Teams</b>
Leon Winston LW	Member	<b>Present</b>
<b>Invitees</b>		
Graham Austin GA	Trustee, Chair	<b>Present</b>
Beth Brooks BB	Trustee	<b>Present</b>
Gail Brown GB	Trustee	Absent
Annelie Fearon AF	Trustee	<b>Present via Teams</b>
Jennifer Gibbs	Trustee	Absent
Adrian Hines AH	Trustee, Vice-Chair	<b>Present</b>
David Potter	Trustee	Absent
Jackie Ridding	Governor Services Clerk	<b>Present via Teams</b>
Matthew Shanks MS	Executive Principal and Trust Leader	<b>Present</b>
Jenny Sutton	Trustee	Absent
Barrie Taylor BT	Trustee	Absent
Debra Wilson	Chair of Governors, Homelands Primary School	<b>Present</b>
Angela Urquhart	Headteacher, Homelands Primary School	<b>Present</b>
<b>Executive Board</b>		
Rob Coles RC	Deputy CEO	<b>Present</b>
Jayne Keller JK	Director of Education	<b>Present via Teams</b>
Suzannah Wharf SLW	Director of Education	<b>Present</b>
Stuart White SW	Chief Financial and Operating Officer	<b>Present</b>

<b>1</b>	<b><u>WELCOME</u></b>	
	JP welcomed all to the meeting and was elected chair.  The Members introduced themselves.	
<b>2</b>	<b><u>APOLOGIES FOR ABSENCE</u></b>	
2.1	Apologies were received from Gail Brown, Jennifer Gibbs, David Potter, Jenny Sutton and Barrie Taylor.	
2.2	The absences were consented to.	
<b>3</b>	<b><u>DECLARATION OF PECUNIARY AND BUSINESS INTERESTS</u></b>	
3.1	No declarations of pecuniary or other interests regarding items on the agenda were made.	
3.2	No declarations of gifts or hospitality had been received or given since the last meeting.	
<b>4</b>	<b><u>MINUTES</u></b>	



4.1	The minutes of the meeting held on <b>Thursday 8<sup>th</sup> February 2024</b> were <b>approved</b> and would be signed by the chair.	
4.2	There were no matters arising.	
<b>5</b>	<b><u>CEO REPORT</u></b>	
	<p>MS shared a presentation detailing the work carried out across the trust.</p> <p>MS noted the trust had closed Kingswear Primary School following a decline in pupil number. He noted this had been a difficult decision to make.</p> <p>MS shared the composition of ESW including numbers of pupils and staff and the teaching and research school. He explained an aim of ESW was to eliminate social and educational disadvantage in Devon.</p> <p>MS said every child is everyone’s responsibility and explained how ESW supported the pupils and staff. He shared the key points for school improvement.</p> <p>MS shared the school and college quality assurance framework and explained how each school was assessed and placed into the categories sustain, improve, repair or stabilise. He explained the core offer for school improvement.</p> <p>MS detailed the different aspects of shared services which included health and safety, catering and IT. He explained they were always looking ahead with financial planning but were cautious with the money.</p> <p>MS shared the work being done on establishing a common curriculum and explained how subject leaders would be supported in schools. He shared ESW’s commitment to continued professional development for teaching and support staff.</p> <p>MS explained the trust had a commitment to the local governing bodies and had regular governor training sessions and a focus discussion group was planned for 8<sup>th</sup> February 2025. He noted Adrian Hines had driven governor planning and training and Steve Tucker chaired the Chairs’ Forum.</p> <p>MS noted the trust values and strategic priorities would continue. He shared the plans for the future which included the Leading Great Lives Foundation.</p> <p>MS agreed to share the presentation with Members. Members thanked MS for his inspirational work.</p>	
<b>6</b>	<b><u>CHAIR OF TRUSTEES REPORT</u></b>	
	<p>GA reported it had been another successful year for the trust and the structure of the executive team had moved forward. He noted they were restructuring the committees and would have a risk and audit committee which would be chaired by David Potter.</p> <p>GA noted Stuart White and his team had achieved another clean audit. He said inclusion continued to be a big part of ESW and they looked at how they could help and support other schools.</p> <p>GA thanked MS and his team.</p>	



	<p><b>Members asked what the biggest pre-occupations were alongside finance.</b> GA said they needed to ensure they recruited the right teachers. He said some LGBs struggled to recruit governors but they were ensuring they had the right structure in place.</p> <p><b>Members asked if the trustees were satisfied they had a succession plan in place on the trust board.</b> GA said they discussed succession planning and felt they had enough trustees. He said there were some strong governors on the LGBs and some of these could progress to the trust board. MS said they had recruited carefully with a combination of people from governing bodies and externally who were able to challenge. He noted there was a strong group of trustees and he felt challenged and supported.</p> <p>Members agreed it was important to strive for inclusion and to appreciate that outcomes had lots of forms.</p>	
7	<b><u>ANNUAL REPORTS AND ACCOUNTS 2023-2024</u></b>	
	Members received the annual reported and accounts for the 2023-2024 academic year and congratulated Stuart White and his team on a clean audit.	
8	<b><u>APPROVAL OF EXTERNAL AUDITORS FOR THE FINANCIAL YEAR 2023-2024</u></b>	
	<b>Members agreed to reappoint Francis Clark as the external auditors.</b>	
9	<b><u>APPOINTMENTS OF TRUSTEES AND/OR MEMBERS</u></b>	
	<p>Members noted the appointment and reappointment of the following trustees:</p> <ul style="list-style-type: none"> <li>• Beth Brooks appointed on 10<sup>th</sup> September 2024</li> <li>• David Potter reappointed on 2<sup>nd</sup> January 2025</li> <li>• Jenny Sutton reappointed on 1<sup>st</sup> September 2024</li> </ul> <p>Members <b>confirmed</b> the reappointment of the following trustees:</p> <ul style="list-style-type: none"> <li>• Graham Austin whose term of office ends on 31<sup>st</sup> August 2025</li> <li>• Annelie Fearon whose term of office ends on 31<sup>st</sup> August 2025</li> </ul>	
10	<b><u>ANY MOTIONS TO BE DEBATED BY THE MEMBERS</u></b>	
	<p><b>Members asked what the impact of the increase in teachers' pay would be.</b> AH explained they relied on SW building assumptions into the budgets and they always took a cautious approach.</p> <p><b>Members asked if they were prepared for a drop in pupil numbers.</b> AH said they discussed pupil number predictions in the finance meetings.</p> <p><b>Members asked if they could expect more money for SEND following recent government announcements.</b> MS said the government had given more money to SEND but it was unlikely the schools would see it.</p> <p><b>Members asked if they would see an improvement in the SEND provision.</b> MS explained they were improving the provision for SEND but it was not because of more money. He said ESW had children with SEND who would often not be able to attend other schools which resulted in ESW's outcomes being lower.</p>	



	<p><b>Members asked about the role of the governing bodies and if their role was clear.</b> MS explained the governors knew their role but it was difficult when new governors joined and did not fully understand the role.</p> <p>6.38pm MT left the meeting</p> <p>MS suggested the Members could meet with other members of staff when they visited.</p>	
<b>11</b>	<b><u>ANY BUSINESS THE TRUSTEES HAVE ASKED THE MEMBERS TO CONSIDER</u></b>	
	The trustees did not have any items for the members to consider.	
<b>12</b>	<b><u>ANY OTHER BUSINESS</u></b>	
	MS noted it was Leon Winston's last AGM and said Leon had given his support over the last 15 years in many ways which was very much appreciated.	
<b>13</b>	<b><u>DATE OF NEXT MEETING</u></b>	
	The date of the next AGM would be confirmed.	

The meeting closed at 6.41pm.

Signed

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Dated

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