

The Canterbury Academy Trust

Minutes of the AGM meeting held on Wednesday 13th March 2024 at 6.00pm in room 500

Present:

Chair: Richard Field

Members: Judy Keay and Mark Johnstone

Directors: Jon Watson

Clerk: Debbie Scott

1. Opening remarks

Welcome to The Canterbury Academy Trust Annual General meeting.

The Trust attracts more students each year with one of the largest sixth forms in Kent. Each year more students and their families choose The Canterbury Academy Trust as their first choice. For September 2024 intake we are oversubscribed at both the Primary and secondary level. This reflects confidence in the Trust by our community, peers and supporters.

You can see from the end of year accounts that financially we are in a good position and have also been able to complete some building projects over the last academic year and start some at the start of this year.

Our strategic plan is to continue to grow the Trust in line with the government white paper ambition of 2030 for all schools to be part of a multi academy trust.

2. Apologies

Auditors: Allan Hickie and Luke Grubb

Members: Andrew Doyle

3. Minutes of the AGM held on 21st March 2023

Agreed as a true record

4. Matters arising from 21st March 2023 meeting

None

5. Presentation and adoption of the audited accounts/annual report for year ending 31st August 2023 recommended by the Audit & risk committee and approved by the Board in December 2023

As a follow up to the question raised last year, solar panels are being investigated and this has been reported under streamlined energy in the report. When undertaking new building projects, we consult with external professionals to ensure the most energy efficient practices are incorporated.

Allan Hickie from UHY presented the annual accounts for year ending 31st August 2023 to the Audit & Risk committee at their meeting on 5th December 2023, before being recommended for formal approval at the Board of Directors meeting on 12th December 2023. The accounts have been uploaded to the ESFA, Companies House and the academy website. The Audit went very well with very little to report.

Agreed.

6. Appointment of Auditor for academic year 2023/24

Following a successful audit for year ending 31st August 2023 the Audit and Risk committee agreed at their meeting on 5th December 2023 to recommend the re-appointment of UHY to the member group for academic year 2023/24 as per the request last year from the Chief Financial Officer. Proposal document uploaded to SharePoint in advance of the meeting. UHY understand our Trust, are aware of our future plans and can also act as a consultant in relation to MAT growth, which is the requirement by 2030 in the government white paper.

Members suggested a caveat in place if fees increase higher than expected, then go out to competitive tender before the 5 year period is up.

TIAA Ltd were appointed as internal auditors for 2023 – 24 following going out to tender. Three companies provided quotes, TIAA were middle of the range in terms of cost, but considered to have more experience and would bring more value to the Trust. Estimated at £9K per year for 2 day visit on finance and getting to know us around fraud, compliance and policies and 1 day visit in relation to IT cyber security. In addition to this we will also appoint The Education People to do an annual safeguarding external review.

Agreed to appoint UHY as external auditors for year ending 31st August 2024 and in line with the proposal up until academic year 2024 -25, unless fees increase more than expected.

7. A.O.B

Challenge NGA on their guidance of who should Chair the AGM.

Date of next meeting is TBC (Tuesday's agreed)

Documents distributed in advance of the meeting:

Accounts for year ending 31st August 2023

Proposal for reappointment of external auditors

Items for action

Who to action	Action	Timeframe
DSC	Challenge NGA guidance on who should Chair AGMs	By next meeting