

The Canterbury Academy Trust

Minutes of the AGM meeting held on Thursday 20th March 2025 at 6.30pm in room 501

Present:

Chair: Richard Field

Members: Judy Keay and Mark Johnstone

Trust Executive Vice Principal: Bev Farrell

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 2025 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 currently under the reserve's threshold, mostly due to strategic decisions agreed by board to invest across the Trust. As part of the plan to amend the school day at The Canterbury Academy to meet the Department for Education (DfE) 32.5-hour requirements from September 2024, the leadership team at the academy decided to move to a single lunch. This has given the Academy the capacity to provide lunch to all its students within a shorter time frame to maximise high quality learning time. We have also invested in staffing as part of our strategic plan to continue to grow the Trust in line with the government white paper for all schools to be part of a multi academy trust. There is a robust plan in place to ensure the levels are restored to between £500K & £750K.

2. Apologies

Auditors: Allan Hickie and Luke Grubb

Member: Andrew Doyle

3. Minutes of the AGM held on 13th March 2024

Agreed as a true record

4. Matters arising from 13th March 2024 meeting

Item 7: NGA strongly advise that any member who is also a trustee should not be elected as Chair, given that the role of members is to scrutinise the trust's governance.

Does this happen in the larger multi academy trusts?

Clerk to investigate.

5. Presentation and adoption of the audited accounts/annual report for year ending 31st August 2024 recommended by the Audit & risk committee and approved by the Board in December 2024.

Allan Hickie from UHY presented the annual accounts for year ending 31st August 2024 to

DSC

the Audit & Risk committee at their meeting on 10th December 2024, before being recommended for formal approval at the Board of Directors meeting on 17th December 2024. The accounts have been uploaded to the ESFA, Companies House and the academy website. The Audit went very well with very little to report.

Now reserves are lower than the range, there is a need to monitor cashflow carefully, until they are back to the level in line with policy.

Agreed.

6. Appointment of Auditor for academic year 2024/25

Following a proposal document presented to members in previous years by the CFO in relation to the reappointment of UHY as our external auditors, it has been agreed to cover up until 31st August 2025, if fee increases are not higher than expected.

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. For academic year 2025/26 the Trust will go out to tender prior to external appointment, as it has been 5 years since we followed this process.

TIAA Ltd were appointed as internal auditors for 2024 – 25 for a second year. During the year their visits have focused on finance and getting to know us around fraud, compliance and policies and one day visit in relation to IT cyber security. In addition to this we have also appointed The Education People to do an annual safeguarding external review.

Agreed to appoint UHY as external auditors for year ending 31 st August 2025, unless fees increase more than expected.

7. A.O.B

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

Documents distributed in advance of the meeting:

- Accounts for year ending 31st August 2024
- Proposal for reappointment of external auditors

Items for action

Who to action	Action	Timeframe
DSC	Look to see if AGMs in the larger Trusts are chaired by Board Chair	asap