



Viking Academy Trust (Company No.09449979)

Annual General Meeting Minutes



Annual General Meeting held Via Microsoft Teams		6pm - 6.42 pm, Monday 25 January 2021
Members:	Chairs: Richard Farr Philip Graham Nick Rowland-Hill	Member Member Member and Trustee
In attendance	Hannah Beech Joanna Brand Jon Cleverdon Robin Curtis Sarah-Jane Gallagher Michaela Lewis Harvie Palmer Neil Roby Helen Rowland-Hill Phil Votta Dave Walker Michael White Nicky Costin	Deputy Headteacher (Ramsgate Arts) Trustee & Chair of LAB (Ramsgate Arts) Trustee, Chair of FAR, LAB (Upton) Trustee & Chair of LAB (Upton) Staff & LAB (Chilton) CEO/EHT & Trustee (ex-officio) Vice Chair of LAB (Ramsgate Arts) Chair of Trustees & Chair of LAB (Chilton) Staff & LAB (Chilton) Trustee & LAB (Chilton, Ramsgate Arts, Upton) Deputy Headteacher (Upton) Vice Chair of FAR & LAB (Upton) Clerk to the Trust
1	Procedural (part one)	Chair of AGM Election of the Chair for today's AGM took place amongst the Members during the Pre- Meeting.
1.1	Welcome - Introductions (Chair)	Richard Farr welcomed attendees to the meeting and explained the role of the members. Chair introduced all attendees to N Costin, the new Clerk to the Trust.



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		N Costin introduced all attendees at the meeting by name and their role within the trust.
1.2	Apologies for absence (Trust Secretary)	<p>Bob McFarlane - Member (proxy form sent) Alan Emby - Member</p> <p>Chair asked EHT regarding the proxy from Bob McFarlane. EHT stated that a conversation had been had with Bob, as well as the proxy form being received to the clerk. Bob asked that his vote be used within the best interest of the Trust.</p> <p>Meeting was quorate</p>
1.3	Confirmation of 2019-20 AGM minutes (January 2020)	<p>Minutes to the previous meeting (AGM Jan 20) were reviewed by Members.</p> <p>N Roby commented that there was nothing wrong with the minutes in terms of accuracy.</p> <p>R Farr proposed their approval, this was seconded by P Graham</p> <p>The minutes were adopted by Members and will be signed electronically in agreement.</p>
1.4	Matters arising from the minutes held Jan 2020	Any matters arising would be addressed during the agenda items at the meeting.
2	Business (part two)	
2.1	Chair's report to include adoption of the annual report and accounts to 31.08.20	The accounts and audit findings report for 2020 were made available to the Members and Trustees in advance of the meeting and have been published on the Trust website.



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		<p>Chair of FAR gave an overview of the documentation and stated that the auditors had said that the report was clean and that they were happy with the systems in place.</p> <p>N Roby thanked EHT for a very detailed report and the CFO and finance team for all the hard work that had gone into producing a strong audit report.</p> <p>M White proposed the adoption of the annual report and accounts. This was seconded by R Curtis.</p> <p>The annual report and accounts were adopted by Members</p>
2.2	Appointment/reappointment of Auditors	<p>Chair of FAR recommended the reappointment of Hacker Young as External Auditors and for Kreston Reeves to become Internal Auditors. FAR have agreed this.</p> <p>Chair asked the attendees if there were any other recommendations for auditors. None were received.</p> <p>J Cleverdon proposed the appointment of the new Internal Auditors and the reappointment of the External Auditors. This was seconded by M White.</p>
2.3	Trust achievements 2019-2020 & priorities for the year ahead	<p>EHT discussed the ongoing pandemic and the impact this was having on the trust. She talked about the immense effort being put in by all staff across the Trust. There is a great feeling of teamwork, not just amongst the staff but also with the children. The trust has remained strong and is flourishing despite the current situation.</p> <p>The trust has strong heads of school and senior leadership teams. There have been many new changes and challenges over the year, including finance and HR going paperless and the introduction</p>



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		<p>of home learning, but all staff, including the IT department, have kept on top of it all and been ahead of the game.</p> <p>Communication has been key over the past year.</p> <p>SATS</p> <p>No SATS have taken place this year.</p> <p>Kent Test</p> <p>The number of passes has increased this year and all children will be going on to schools that are appropriate for them.</p> <p>Admissions</p> <p>Admission numbers have grown, especially RAPS.</p> <p>R Curtis thanked EHT and the heads of schools for their swift reactions to the constantly changing circumstances.</p> <p>Chair talked about the trust receiving lots of positive press over the past year and the very positive relationship that all three schools have with the press.</p>
2.4	Any proposed changes to the Articles of Association	<p>No changes to the Articles of Association were proposed by the Trustees or Members.</p> <p>R Farr proposed the Articles of Association and this was seconded by M Lewis</p>
2.5	Appointment/retirement of members	<p>Chair discussed the structure of the trust and the members role within this. He introduced all Members to the attendees at the meeting.</p>



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		Members confirmed no changes (appointment or retirement)
2.6	Resignation/retirement/election of Trustees	<p>Two co-opted Trustees left the trust in 2020:</p> <p>Robert Kenyon - resigned Liz Somers-James - passed away</p> <p>Chair payed tribute to Liz. He talked about the sterling work she had done for the Trust over the years and the vital role she played.</p> <p>N Roby thanked the chair for his tribute and reflected on her time within the trust.</p> <p>All agreed that she will be missed.</p> <p>EHT stated that the trust had not been able to do anything formally due to the current situation. Liz's sister will be invited into Ramsgate Arts, hopefully in the summer, so that the school and the Trust can pay tribute to her.</p> <p>N Roby (Chair of Trustees) stated that the board were in no rush to fill vacancies and will take the time to find the right candidates to fill the two vacancies on the Trust Board.</p> <p>A skills matrix completed has shown that someone with a legal background would be advantageous.</p>
2.7	Questions from those in attendance - invited in advance	<p>None received in advance.</p> <p>None received by those in attendance.</p>
2.8	Date of 2021-2022 AGM	Monday 24 January 2022 - 6pm



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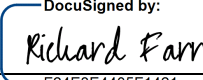
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		5.30 - Pre-meet (Members only). Chair of AGM to be decided in pre-meet
2.9	Any other urgent business Closing remarks	<p>None raised.</p> <p>No 'Term 's of Office' coming to an end in 2021</p> <p>Chair thanked all for attending.</p> <p>In closing the Chair remarked that the past year has shown us that most things can be completed virtually. He hoped that normality would return soon and for everyone to stay safe.</p>
	Meeting closed at	18.42 pm

Draft Minutes signed in agreement by:

Richard Farr: Member of Viking Academy Trust

Name:	Richard Farr
Signed:	<small>DocuSigned by:</small> 
Date:	<small>F24E3E4405F1421...</small> 6/2/2021

Final Minutes signed following approval at next meeting:

Richard Farr: Member of Viking Academy Trust

Name:	
Signed:	
Date:	