



Viking Academy Trust (Company No.09449979)

Annual General Meeting Minutes



Annual General Meeting held at Upton Junior School		6pm - 6.15pm, Monday 20th January 2025
Members in attendance:	Chair: Nick Rowland-Hill Philip Graham Paul Luxmoore Chris Turner Judy Brace	Member and Trustee Member Member, Trustee and FAR committee member Member Member (Ratified at today's meeting)
Also In attendance	Neil Roby Robin Curtis Jo Brand Jon Cleverdon Heidi Russell Phil Votta Paul Higgin Kate Law Michelle Hercock Lisa Blatchford Nicky Costin	Chair of Trustees & Chair of LAB (Chilton) Trustee & Chair of LAB (Upton) Trustee & Chair of LAB (Ramsgate Arts) Trustee & Chair of FAR Trustee & Chair of PA Committee Trustee & Standards Lead for LAB (Chilton, Ramsgate Arts, Upton) Trustee & Health & Safety Lead for the Trust Director of Education CFO HR Director Clerk to the Trust (Governance Professional)
1	Procedural (part one)	
1.1	Welcome & Introductions (Governance Professional)	Governance Professional welcomed attendees to the meeting and introduced J Brace (new member) and M Hercock (new CFO) to the Trustees Remote attendance had been offered but was not required so Teams function was closed.
1.2	Apologies for absence (Governance Professional)	M Lewis - Funeral H Beech - work commitment Meeting was quorate



Viking Academy Trust (Company No.09449979) Annual General Meeting Minutes



1.3	Confirmation of 2023-24 AGM minutes (January 2024) (Governance Professional)	<p>Minutes to the previous meeting (AGM Jan 24) were reviewed by Members.</p> <p><i>Governance Professional asked if anyone at the meeting had any amendments or alterations to the minutes?</i></p> <p>None were received.</p> <p>It was noted that the minutes were accurate, and no amendments or alterations were needed.</p> <p><i>N Rowland-Hill proposed their approval and this this was seconded by P Graham</i></p> <p><i>The 2024 AGM minutes were adopted by Members and will be signed electronically in agreement</i></p>
1.4	Matters arising from the minutes held Jan 2024	<p>None received.</p> <p><i>2024 AGM Minutes will be sent for final signing by N Rowland-Hill following R Farr's retirement as a Member.</i></p>
2	Business (part two)	
2.1	Chair of Trustees report to include adoption of the annual report and accounts to 31.08.24	<p>The accounts and audit findings report for 2024 were made available to the Members and Trustees in advance of the meeting and have been published on the Trust website.</p> <p>Comments regarding report</p> <p>The Trust accounts were approved in December 2024. For the 5th year running this was another 'clean' report. UHY's comments as to how rare it is for a Trust to achieve a 'clean' report was shared and CFO commended for her and her team's work.</p> <p>Chair asked if anyone had any observations regarding the report.</p> <p>None were received.</p>



Viking Academy Trust (Company No.09449979)

Annual General Meeting Minutes



		<p>P Luxmoore proposed the adoption of the annual report and accounts. This was seconded by P Graham</p> <p>All members at the meeting voted unanimously to adopt the annual report and accounts.</p>
2.2	<p>Appointment/reappointment of Auditors</p>	<p>Chair of FAR recommended the reappointment of Hacker Young as External Auditors and PLR Advisory as Internal Auditors.</p> <p>FAR have agreed this and Trust Board has ratified</p> <p>N Rowland-Hill proposed the reappointment of both the External Auditors (Hacker Young) and the Internal Auditors (PLR Advisory). This was seconded by C Turner.</p>
2.3	<p>Trust achievements 2024-2025 & priorities for the year ahead (CEO/EHT)</p>	<p>In the absence of the EHT, K Law (DoE) went through the priorities for the year ahead. EHT had shared the presentation prior to meeting.</p> <p>No specific questions were raised prior to EHT summarising key points covered, these being:</p> <p>VAT Structure Trust structure, governance, safeguarding and leadership team structures, along with lines of accountability, were shared with all at the AGM</p> <p>Safeguarding All HoS and SLT members, SENCOs are DSL trained. This means that there is always someone in school DSL trained at all times. All three LAB's also have a designated safeguarding governor as well as trust-wide lead governor (J Brand). K Law and L Blatchford are the senior VAT staff with trust-wide responsibility for safeguarding.</p> <p>Strategic Priorities for 2024/25</p>



Viking Academy Trust (Company No.09449979)

Annual General Meeting Minutes



		<p>Trust (EHT/DoE), central, and school specific 24/25 strategic priorities were shared with all present at the AGM,</p> <p>Pupil Numbers September numbers looking good, with all 3 schools are oversubscribed with first choices. Final confirmation will be available soon and EHT will share with BoT.</p> <p>Attendance Attendance is good across all 3 schools with Upton and Chilton being above the national average and RAPS being just below.</p> <p>School Improvement SIPs are updated termly by HoS and DoE. These are reviewed and shared with EHT and other VAT leaders to ensure joined up approach. LABs remit continues to be to focus on holding HoS and their SLT to account by using SIP as the measure.</p> <p>Ofsted Upton - Inspected recently, awaiting draft report Chilton - Due an inspection soon</p> <p>DoE asked if there were any questions regarding the report: None were received</p> <p>Members congratulated the Trust and FAR on the clean audit and Upton for a very successful Ofsted inspection.</p>
2.4	Any proposed changes to the Articles of Association	No changes to the Articles of Association were proposed by the Trustees or Members.



Viking Academy Trust (Company No.09449979) Annual General Meeting Minutes



		No changes proposed. No comments made.			
2.5	Appointment/retirement of members	<p>Members leaving the trust in 2024 Richard Farr retired from the trust on 2.9.24. Richard attended the Term 6 Trustee meeting where the EHT thanked him, on behalf of all staff, governors, and trustees of Viking Academy Trust, for his many years of service and for all the support and guidance he has given over the years, both as a Governor and then as a Member. A token of appreciation was presented to Richard at the meeting, on behalf of the trust, and a formal letter of thanks was sent following his retirement.</p> <p>Members joining the Trust in 2024 Judy Brace joined as a member on 2.9.24. Members welcomed her to the Trust. Judy is CFO at Coastal Academies Trust.</p> <p><i>This appointment was ratified by Members today.</i></p>			
2.6	Resignation/retirement/election of Trustees	<p>Terms of Office Reappointment of H Russell, whose term of office ends on 6.6.25</p> <p>H Russell is happy to be reappointed as Trustee for another term of office.</p> <p><i>The Trust Board were in agreement with this.</i></p> <p><i>All members present were pleased to agree her continuing service.</i></p>	<p>Action</p> <p><i>Reappointment as Trustee</i></p>	<p>By whom</p> <p><i>Clerk</i></p>	<p>By When</p> <p><i>End of current term of office</i></p>



Viking Academy Trust (Company No.09449979) Annual General Meeting Minutes



		<p>Chair thanked H Russell for her contribution as Trustees over the past 4 years</p> <p>Election of Trustees Paul Luxmoore was elected as Trustee on 1.10.24.</p> <p>Members ratified this appointment.</p>			
2.7	Questions from those in attendance - invited in advance	<p>A question was received to the Governance Professional from a parent at Chilton. Members felt that the question received was not something that needed to be discussed at the AGM and would be better suited for discussion at LAB level.</p> <p>Governance Professional will put the question on the Term 3 Chilton LAB for discussion and till feedback to the parent following this meeting,</p> <p>No questions received by those in attendance.</p>			
2.8	Date of 2025-2026 AGM	<p>Monday 19th January 2026 - 6pm - TBC (Chilton) 5.30pm - Pre-meet (Members only). Chair of AGM to be decided in pre-meet.</p>			
2.9	Any other urgent business Closing remarks	<p>AGM meetings going forward Today's AGM is the 9th since the Trust was formed. Chair spoke about how the Trust had changed over the years and commented on the fact that the majority of the AGM's have been held at Upton. As mentioned at previous AGM's the members feel that it would be beneficial if the meetings could rotate around the schools. This way not only do the Members get to visit the other schools but the heads of the other schools feel like their schools are being involved more with the AGM and its members.</p> <p>Governance Professional to look into this.</p> <p>Chair of the AGM will also rotate each year between the members, starting with P Graham chairing the 2026 AGM.</p>			




Viking Academy Trust (Company No.09449979) Annual General Meeting Minutes



		<p>The Chair shared his thanks and appreciation, on behalf of the Members, to the Trustees and LAB Governors for all that they do for the Trust, and to every member of staff working across the Viking Academy Trust for all the hard work and effort that has been put the past year. This year has shown how the Trustee's and LAB Governors rally round when schools need their support. Hopefully 2025/26 will be just as good.</p> <p>Members thanks to be put on Term 3 LAB agenda's</p>
	Meeting closed at	6.15 pm

Draft Minutes signed in agreement by:
Nick Rowland-Hill: Member of Viking Academy Trust

Name:	Nick Rowland-Hill
Signed:	<p>Signed by:</p>  <p><small>C8191E9EB11F4B2...</small></p>
Date:	27 /1/2025

Final Minutes signed following approval at next meeting:
Nick Rowland-Hill: Member of Viking Academy Trust

Name:	
Signed:	
Date:	