

Kaleidoscope Annual General Meeting
held on Wednesday, 24 March 2021 at 5.30 p.m.
on-line meeting

Present:

Members:	Ian Blackburn (IB) Anne Davey (AD) David Dennis (DD) Edward Gregory (EG)	Chair
Trustees:	David Amos (DA) Jane Barry (JB) Tristan Cogan (CD) Walter Lewis (WL) Simon Marriott (SM) Mark Perry (MP) Emma Stacey (ES)	Chair of Trustee Board CEO
KMAT staff:	Clive Wilson (CW) Jacqui Cashmore (JWC) Aimee Cooper (AC) Jo Walters (JW)	PFO Secretary Administrator Senior Finance Officer
By invitation:	Luci Amos (LA) Beth Anderton Zac Coley(ZC) Peter Douglas (PD) Sue Elliott (SE) Lara Furmidge (LF) Rachel Jones (RJ) Kerry Mullinder (KM) Stella O'Brien (SOB) Mark Preddy (MP) Maggie Young (MY)	Executive Head, Becket Primary School and Hutton CE Primary School Teacher, Hutton CE Primary School. Governor, Crockerne CE Primary School Vice Chair of Governors, Becket Primary School Headteacher, Worle Village Primary School Headteacher, Crockerne CE Primary School Staff Governor, Worle Village Primary School Governor, Becket Primary School Vice Chair of Governors, Christ Church VA Primary School Chair of Governors, St Martin's CofE Primary School Vice Chair of Governors, Crockerne CE Primary School

Action

- 1 **Welcome**
- 1.1 The Chair for the Annual General Meeting was Ian Blackburn (IB), Member.
- 1.2 IB welcomed everyone to the meeting and introductions were made.
- 1.3 On behalf of Members we would like to give our sincere thanks to all staff, governors and trustees for their hard work since the last AGM. It has been a

year like no other that none of us have ever seen before but our efforts have continued to provide fantastic teaching and support.

2 Disclosures

There were no disclosures of interest raised with regard to items on the agenda.

3 Apologies for absence

3.1 A quorum being present, the Chair declared the meeting open.

3.2 Apologies for absence were received and accepted from:

Mark Belbin, Vice Chair, St Martin's CofE Primary School
Emma Bray, Head, Christ Church CEVA Primary School
Kerrie Brueford, Finance Assistant, Kaleidoscope MAT
John Clark, Head Ashcombe Primary School
Jonathan Clay, Crockerne CE Primary School
Norman Donovan, Trustee
Joy Donovan, Chair Becket Primary School
Stuart Mottram, Chair, Worle Village, Primary School
Kevin Roberts, Chair, Ashcombe Primary School
Geeta Verrell, Head, Crockerne CE Primary School

4 Minutes of the Annual General Meeting held on 15 January 2020

Minutes of the AGM held on 15 January 2020 were accepted and recorded as a true and accurate record of the meeting.

5 To receive the annual accounts of the company for the period to 31 August 2020

5.1 Bishop Fleming our accountants have again completed their audit and a full set of financial statements for the year ended 31 August 2020 have been circulated to Members for inspection and can be found on the MAT website. We have also completed the submission of the annual accounts and the annual academy return on time to meet Government deadlines.

5.2 In completing an extraordinarily difficult year, CW again thanked the school Headteachers, Bursars and the MAT Central Finance Team for their hard work in coping with all of the Covid related rules and regulations and in helping to prepare the accounts for the annual audit.

5.3 The working partnership and relationship between the schools and the MAT Central Team remains strong and many of the system difficulties CW reported at the last AGM have been resolved – this again being down to the hard work and dedication of the Central team.

5.4 Schools have again worked hard to manage their budgets and our financial reserves have increased this year (to 31 August 2020).

5.5 In summary, the audit outcome is as follows:

- The audit process went smoothly and standard year-end adjustments have been finalised.
- Our auditors have given us a clean, unmodified audit opinion.
- Our systems and processes have been checked for propriety and regularity and there were no exceptions or matters to report.
- The audit management letter contains one new management point regarding our analysis of some of our restricted funds (e.g. the PE grant and pupil premium grant). We do have this analysis, but could improve our work through the year to track it more closely, so that we can more easily present it to the auditors as part of the data collection before the audit starts. This is a minor point and we are addressing this within our systems. Overall, we are very pleased with the conclusions of the audit.
- The Central team's work and the support and responses from the bursars have enabled this excellent outcome, and I want to express my appreciation for all their hard work.
- The 3 management points from last year's audit have all been cleared.

5.6 Our overall financial position at the year-end shows:

- Our accounts show an increase in our total reserves. Total reserves are £1,033,589. This is up £52,377 from last year. This figure has been adjusted downwards by the auditors due to their treatment of the pension deficit that we paid as a lump sum back in April 2020.
- We have reported this increase during this very unusual year, and our MAT's position is very similar to other MATs (as reported in our accountant's annual benchmarking report).
- All 7 of our primary schools hold year-end surplus reserve funds (see Note 17 to the annual accounts (page 43)). These balances are stronger than we anticipated when we were budgeting. This is principally due to underspend in curriculum areas due to the pandemic lockdown, so should be viewed with caution as future trends are not so positive.
- Overall, we have £1,033,589 of 'free reserves' – we have a zero balance on our restricted funds. This puts us in a good overall position (in terms of ESFA expectations) as we have enough reserves to cover at least one month's expenditure, but not too high a level of reserve to attract undue attention from the ESFA.
- Our cash position remains strong.

5.7 Looking forward

- As mentioned previously, this increase in reserves has likely been a result of school closures during lockdown. Although we have lost some opportunities to raise funds for schools e.g. lettings, donations,

etc, this has been outweighed by cost savings, mainly in curriculum spend, when the schools were closed or running on limited year group attendance.

- The 3 year budget picture remains a concern to trustees as pupil numbers are forecast to fall in some schools. The Trust Board and senior leadership team will be planning carefully for the next few years to make sure the reserves can be maintained at a good level despite these concerns.

5.8 It was **RESOLVED** that the accounts and annual report for the financial year ended 31 August 2020 be received.

6 Summary of the year and outlook for the year ahead

6.1 SM gave a presentation to the meeting, which highlighted some of the key areas and hard work over this period.

6.1.1 Covid response

- Schools worked well together throughout lockdown and returns. A strong collaborative approach between schools was valued and was one of the benefits of being a MAT.
- Risk Assessments - new policies and procedures.
- Virtual systems put in place. This has been done smoothly and we managed to operate a lot of our systems and procedures throughout the year and adapted quickly.
- Clear and regular communication to all of our stakeholders throughout and letting families know what our plans were. There was a lot of complicated information to communicate to our families.
- Headteacher Meetings/Check-ins/planning.
- Additional Trust and Local Governing Body Meetings.
- Annual programme adapted where possible and we worked flexibly over the year to put that in place.
- Home Learning and support for our vulnerable families and pupils. We worked hard with them to get them through.
- A big priority has been wellbeing for our families and children throughout.

6.1.2 Successes

- Management of Covid.
- Training for governance embedded.
- Training mechanisms embedded.
- KMAT evaluation and tracking system moved online but as we didn't finish the year with assessments, this will need further embedding.
- Some joint CPD events – Writing and Maths.
- MAT wide appraisal and career development structure has been completed.
- More centralisation and management of policies.
- MAT wide systems e.g. SCR Online
- Mental health and wellbeing training – Trusted Adult Project. Mental health and wellbeing is a key element for schools and our MAT.

- Subject networks are something we set up when we became a MAT. We share subject expertise and develop across schools and these have been a real asset to our MAT.

6.1.3 Curriculum/teaching and learning

- Reviewed curriculum – Ofsted ready, Deep Dives – needs embedding.
- Started deepening Foundation Subject Leadership.
- Some MAT Reviews took place before Lockdown.
- Home Learning successful. Had to switch to it very quickly and develop it as we were moving through the pandemic. We developed a lot of skills which became current for this lock down. Our MAT schools worked really closely.

6.1.4 Finance

- More centralisation of procedures and systems.
- Embedding of finance and HR systems.
- Positive internal and external audits.
- Staff training.
- Planning for the longer term.
- Negotiating discounts.

6.1.5 Current Focus Areas

- Ashcombe building - A lot of work gone into Ashcombe and its buildings, as we need to replace two blocks. CIF bids have been submitted and we are working hard to be successful but if not looking at alternatives.
- Long term decline in numbers in the North Somerset.
- Catering contract.
- Catch Up Premium National Tutoring Programme.
- Pupil and staff wellbeing.

6.2 SM echoed his thanks to all school staff for working so hard during the lockdown and managing the smooth return and would like to particularly mention school leaders. Thanks also to governance at all levels and for that support. Finally a big thank you to the central team who support our schools throughout the year.

7 **Pre-submitted questions or other business**

7.1 Pre-submitted questions: None.

7.2 Chair of Trustee's closing remarks

7.2.1 From a personal perspective of working with governors, members and teaching staff TC has a sense of pride in seeing what everybody has done over the last year. Thinking back to March 2020, we had a very short time to move from normal schooling to online schooling and he saw all the hard work that went into it from school staff and governors to support the children, it has been fantastic.

Action

- 7.2.2 Please pass on a heartfelt thanks to all staff, governors and everyone who has contributed.
- 7.2.3 Thanks also to Headteachers, Members, Trustees and Governors for attending evening meetings and ensuring governance has continued.
- 7.2.4 We are looking forward to what will hopefully be a much simpler year.

The meeting closed at 6.15 pm.

Signed:

Date: