



Kaleidoscope Annual General Meeting
held on Wednesday, 19 January 2022 at 5.30 p.m.
on-line meeting

Present:

Members: Ian Blackburn (IB) (Chair), Anne Davey (AD) , Edward Gregory (EG)

Trustees: David Amos (DA), Jane Barry (JB), Tristan Cogan (TC) (Chair of Trustee Board),
Walter Lewis (WL), Simon Marriott (SM) (CEO), Mark Perry (MP)

KMAT staff: Jacqui Cashmore (JWC) (Secretary), Aimee Cooper (AC) (Administrator), Jo
Walters (JW) (Chief Finance Officer)

By invitation:	Beth Anderton (BA)	Staff, Hutton CE Primary School
	Mr C Andrei (CA)	Parent, Christ Church CEVA Primary School
	Yvonne Barnes (YB)	Headteacher, St Martin's CofE Primary School
	Emma Bray (EB)	Headteacher, Christ Church CEVA Primary School
	Zac Coley (ZC)	Governor, Crockerne Primary School
	Sue Elliott (SE)	Headteacher, Worle Village Primary School
	Lara Furmidge (LF)	Headteacher, Crockerne CE Primary School
	Rev Jon Ormrod	Governor, St Martin's CofE Primary School
	Mark Preddy (MP)	Co Chair of Governors, St Martin's CofE Primary School
	Kevin Roberts (KR)	Chair, Ashcombe Primary School
	Geeta Verrell	Headteacher Crockerne CE Primary School
	Maggie Young (MY)	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.

2 Disclosures

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

3 **Apologies for absence**

There were no apologies for absence and with a quorum being present, the Chair declared the meeting open.

4 **Minutes of the Annual General Meeting held on 24 March 2021**

Minutes of the AGM held on 24 March 2021 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 2021**

5.1 We have completed another challenging year, adapting to many regulations and working conditions. JW thanked Headteachers, Bursars, School Finance teams and the Central MAT team, including our Clerk (governance professional) for their hard work in coping with all of the Covid challenges and in their preparation throughout the year towards the accounts and our annual audit.

5.2 Following our former Principal Financial Officer (PFO), Clive's retirement, the small Central team have adapted extremely well, extending their learning to take on new responsibilities and ensuring the smooth running of the central hub. Thank you to both Kerrie and Aimee who have worked so hard throughout the year and offered much support across our Trust.

5.3 Systems both within our software and internally are working well and allowing us to work closely with the school Bursar's and Finance teams. Supporting each other within ever changing guidelines. Thank you to all for your hard work and dedication, especially during these challenging times.

5.4 Bishop Fleming our external auditors have completed their audit and a full set of financial accounts have been circulated to Members for inspection and can be found on the MAT website. Submission of the annual accounts has been completed and the annual academy return will meet Government deadlines.

5.5 Schools have worked hard to manage their budgets and our financial reserves have increased this year. This is a much stronger position than anticipated when we were budgeting.

5.6 In Summary - the audit outcome is as follows;

- The audit process went smoothly and our auditors confirmed there was nothing to bring to the attention of Trustees.
- Our auditors have given us a clean, unmodified audit opinion.

- The audit management letter contains one new “green rated” management point regarding the timing of our updates to records for Companies House. This matter has already been resolved.
- The management point raised last year regarding funds analysis has been satisfied. Detailed income and expenditure for restricted funds have been provided.

5.7 As shown within our Bishop Fleming Year end 31 August 2021 Summary:

- Our accounts show a net increase for the year of £167,589. Our total available reserves are now £1,201,078. Our total restricted funds carry forward are £152,221.
- All 7 of our schools hold year end surplus reserves, (note 17 to the annual accounts, page 48). These reserves are higher than anticipated mainly due to additional grants received, the delay in support staff pay conditions being approved and our cautious approach during unsettled times.
- Our total free reserves equate to 1.2 months expenditure. This is consistent with our reserves policy and within benchmarking targets.
- Our cash position remains strong.

5.8 Looking forward, we are continuing to closely monitor and plan our longer term budgets. We have some uncertainties, pupil numbers are dropping in some of our schools, costs within vital provisions such as energy costs are rising and we are still budgeting and planning within uncertain and unpredictable conditions.

5.9 This will continue to be carefully reviewed by myself, the Trust Board, Bursars and Senior Leadership teams to ensure our strong reserve position is maintained whilst continuing to offer pupils, staff and parents across Kaleidoscope the very best opportunities.

5.10 It was **RESOLVED** that the accounts and annual report for the financial year ended 31 August 2021 be received.

6 **To confirm the re-appointment of the external auditors of the company**

6.1 It was **RESOLVED** that Bishop Fleming be appointed as Auditors to the company for the financial year ending 31 August 2022 and until such time that Bishop Fleming resign from office or are removed by the Members under provision of the companies Act 2006 or are deemed not re-appointed under the provision of the Companies Act 2006 and that the Trustees be authorised to determine their remuneration.

6.2 A Member asked when this was last reviewed. JW confirmed this

appointment will take us to our fifth year which will be our last year with them and the process for appointing auditors will be put in place.

7 **Summary of the year and outlook for the year ahead**

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

7.2 Covid response

- KMAT schools worked closely together throughout lockdowns and returns. We updated risk assessments and implemented new policies and procedures that linked to that process.
- We had a quality home-learning offer to support our children during this time. We built on lockdown 1, by using all virtual systems in the following lockdowns and became more confident in providing these.
- We had clear and regular communication from all parties in the MAT, which helped make things more manageable and helped both pupils and families.
- Headteacher and leaders had regular meetings, check-ins and planning to ensure everything ran smoothly.
- Where possible we adapted our annual programme and tried to operate as normally as possible.
- We were able to provide great support for our vulnerable pupils and their families. The priority was staff and pupil wellbeing and this was the key focus and factor in all meetings.

7.3 Post lockdown

- Once we came out of lockdown we focused on catch-up and identifying any gaps and we built our curriculums and teaching around that.
- Wellbeing and safeguarding was a key area and we have spent a lot of time supporting pupils but also their families.
- A big role was re-establishing community. A lot of children spent time in isolation and not mixing and it took time to reintegrate the children.
- Schools are working hard to manage absence, especially staff absences. We had a high number before Christmas and absences are now starting to emerge in schools again. It is about how we manage this and we have plans in place.
- Those areas of the curriculum that couldn't be taught remotely have been re-introduced and also Kaleidoscope's assessment approach has helped identify gaps and support teaching.
- Lots of our events were virtual and we started to re-establish our monitoring systems with visits into school in Term 1 and Term 2.

- During the pandemic we were able to have some school trips. The children really needed them and thoroughly enjoyed them.

7.4 Successes

- Management of COVID was strong. With the dedication of staff and leaders we were able to make sure everything was covered and families all received an offer of home learning.
- Developing common performance indicators - Reading, Writing, Maths and Science.
- Developing a Kaleidoscope approach to the new Early Years Framework.
- More centralisation and management of policies to help take some of the work away from schools.
- Development of Executive Leadership Team.
- Development Networks - as a MAT, we collaborate and look at best practice and evidence led practice and that's how we select what is right for our schools.
- Work on developing a Kaleidoscope approach to pedagogy has been successful.
- New catering contract –Aspens has been successful and well received.

7.5 Executive leadership Team (ELT): Our approach as a MAT is about developing best practice effectively across our schools for the benefit of all our schools. We have ELT lead areas across Kaleidoscope, working with our schools and have established networks. These have been very successful producing some good work and also used to help develop others in our MAT.

7.6 Finance and figures

- Our finance and central team have worked on more centralisation of procedures and systems and our finance and HR systems are now well embedded.
- We have carried out both internal and external audits. These have been successful and a positive experience, with any actions addressed quickly.
- Our central team have delivered some good staff training on our systems.
- We are planning for the longer term, with lots of unknowns and the potential of things that could impact on us as a MAT.
- We are negotiating best deals and discounts where possible.

7.7 Current Focus Areas/Challenges

- Ashcombe buildings: A lot of work has gone into an emergency bid for a new building, which if successful will be excellent for the school

and children.

- Long term decline in pupil numbers in the North Somerset . That is impacting significantly on some of our schools. We are closely monitoring this as our income is generated from our pupil numbers.
- Catch Up.
- Pupil and staff wellbeing.
- We are working on our Writing, Higher standard and phonics approach.
- Embed new EYFS curriculum.
- Schools have worked hard to review, create and design our curriculums.
- Establish the Kaleidoscope approach to pedagogy.
- The option of expanding Kaleidoscope is possible.

7.8 Huge thanks to all staff across the MAT and to our leaders, who have been under extreme pressure and have done a sterling job. We would also like to thank all Governors, Trustees and Members. Their dedication to Kaleidoscope is noted and we couldn't do it without them.

8 Pre-submitted questions or other business

8.1 Pre-submitted questions: None.

8.2 Chair of Trustee's closing remarks

8.2.1 TC said seeing what has been going on in schools during a difficult time, makes him proud to be part of the team.

8.2.2 TC asked Heads to take back sincere thanks to all staff for their work.

8.2.3 TC also thanked Governors, Members and Trustees for giving up their time voluntarily and to Heads for giving up their evenings to attend LGB meetings. TC asked Chairs to feedback thanks to their Local Governing Bodies.

The meeting closed at 6.00 pm.