

DEALT Steering Group

January 15, 2019

Minutes of the DEALT Steering Group Held at Hornbeam Primary School on Tuesday 15-01-19	
	<p>Present: Jo Hygate (Chair) Exec HT Kingsdown and Ringwould, Charlotte Westmorland HT Hornbeam, John Utting Chair of Governors Hornbeam, Kate Luxford HT Sandown, Sandie Butcher Chair of Governors Sandown, Justine Brown HT Deal Parochial School, Peter Gibson and Gaye Waters Governors Deal Parochial School, Matt Reynolds Head of School Northbourne Sharon Bailey HT Sholden CE Primary School</p> <p>In Attendance: Nicki Street (Clerk) Adrian Smith Project Manager DEALT David Myatt DEALT Interim CFO</p> <p>Apologies: Alison Eyden Chair of Governors Downs and Northbourne Federation Robyn Ford Schools Officer Canterbury Diocese Tracy Leighton Head of School The Downs Phil Marsh Chair of Governors Sholden CE Primary School</p> <p><i>The meeting was quorate</i></p>
1	<p>Apologies for absence & Welcome The meeting opened at 1.30 pm Apologies were received and accepted from Alison Eyden, Robyn Ford, Tracy Leighton and Phil Marsh.</p>
2	<p>Notification of Business Interests There were no declarations of business interest save that it was noted that Adrian Smith, Jo Hygate and David Myatt are employed by DEALT. The Education People employ Nicki Street as Clerk to the Governing Body of the 2 community schools in Deal.</p>
3	<p>Minutes of the Meeting of 04-12-18 (This item was considered after item 4) The Minutes of the Meeting of 04-12-18 were agreed and signed as a true record of the meeting. The action points were reviewed. AP4 (i) Discussion with the HTs concerning outstanding repairs had taken place and an update was given to the meeting. Schools were asked to obtain written confirmation from David Adams at KCC that all repairs outstanding would be met by KCC and that KCC was committed to completing the work. AP4 (ii) The cessation liability that a Steering Group member had raised applied to a situation where the employer concerned no longer used the Local Government Pension Scheme (LGPS). As academies must offer the LGPS at all times this was this not an issue and cessation liability would not arise. The Kent LGPS team had confirmed that the employer contribution for maintained schools would be 21% and for academies 20%.</p>

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	<p>Action Points 5 and 6 had been completed. The minutes of 04-12-18 to be made available on school websites.</p>	
4	<p>DEALT Mega Meeting 26-02-19 (This item was covered first in the meeting). It was agreed that the mega meeting would take place on Wednesday 27 February 2019 at 6.00 pm. It was noted that some Governors had asked for an earlier start time and some for a later time. It was agreed that the time would remain as 6.00 pm.</p> <p>Finance report The CFO confirmed that the finance report had not changed significantly and was the same document shared at the last meeting. (Q) & (A) The Steering Group sought clarification on the issue of the top slice. Parents had raised concerns on social media that the amount had increased from 3 to 5 %. It was confirmed that the top slice was 3%. The wording of an amount “up to 5%” was in response to questions raised by the DfE. There were no plans to increase the amount from 3%. Action DfE application to be checked and full explanation 3%-5% top slice to next meeting.</p> <p>Clerking The Clerking of the mega meeting was discussed and it was agreed that each school would have a note taker and the FGB Clerks would be available in an advisory capacity.</p> <p>Trustees A question was asked concerning potential conflict of interests. It was noted that Governors who were to become Trustees should the MAT go ahead should declare their interest but would be able to vote on conversion.</p> <p>Letters from Parents It was noted that the Letters from Parents received in November/December 2018 had been discussed at individual FGB Meetings and those Schools who had received correspondence had sent or were in the process of sending replies.</p>	AS/JH
5	<p>Finance The CFO to give a full finance report at the next DEALT meeting.</p>	
6	<p>AOB Logo and Marketing A parent had offered to help with marketing and logo designs were circulated for comments. Action Update logo and marketing to next DEALT meeting.</p>	JH
7	<p>Confidentiality There were no confidential items.</p>	
8	<p>Date of Next Meeting The meeting closed at 2.35 pm</p>	

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Next DEALT Meeting to take place on Tuesday 05-02-19 at 1.30 pm Mega Meeting to take place on Wednesday 27 February at 6.00 pm	
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Signed.....

Date

Actions

4	DfE application to be checked and full explanation 3%-5% top slice to be given to next meeting.	AS/JH
6	Update on marketing and logo ideas	JH