

BOARD OF TRUSTEES

Minutes of the hybrid meeting held on 10 July 2025 at 2.00pm

Present physically at ASFC: E D'Souza, **Chair** R Inman (part)

Present virtually:

A Duffety (part)	K Points
C Higgins, Vice Chair (part)	M Chatt
D Bicker	N Kellett
J Wakelam (part)	S Snowdon

In Attendance:

A McGarel, CFO (part)
A Whatley, Group Partnership Director (part)
G Grainger, Chief Information Officer (part)
J Clark, Regional Director – Primaries (part)
J Robson, Group Sixth Form Principal – One Sixth Form (part)
L Chapman, Regional Director – SEND (part)
N Savvas, CEO (part)
S Gales, Governance Professional (part)
S Graham, Chief People Officer

Apologies:

C Ridgeon
D Wildridge
R Attwell
S Daley, **Vice Chair**

Absent: R Murray

1. Declaration of Interests and Apologies for absence

A Duffety, C Higgins, E D'Souza, J Wakelam, M Chatt, and S Snowdon declared their roles as Governors of West Suffolk College.

R Inman declared his relationship to Stone King LLP which advised the Trust in relation to agenda item 8.

No other conflicts of interest in relation to the items of the agenda were declared.

Apologies for absence were received from C Ridgeon, D Wildridge, R Attwell and S Daley. The absence of R Murray was noted.

The Chair informed that agenda item 11 will be discussed before agenda item 10, with agenda item 9.1 last.

2. Feedback from 'First Hand' activities

The CEO informed that as the calendars were not fully coordinated the school staff were unable to attend the EEG Staff Party this year, and so we are supporting each school to hold a staff party before the end of term as well as working to align the calendars for future years to enable all of EEG to come together.

Trustees received and considered the First-Hand activity feedback from visits since March 2025 to the Group's schools and colleges.

The Chair thanked everyone for their reports.

N Kellett and K Points reflected on their visit to Sunrise Academy and the challenges facing the school due to the high needs of students and commended the Head of School and staff for their approach.

Action

The Chair fed back on the Celebration of Achievement event at the cathedral and praised the impact of the Trust on supporting students from all backgrounds to achieve, and on his attendance of the EEG Staff Party and praised the positive staff culture.

3. **Minutes of the:**

- **Trust Board meeting on 27 March 2025**
- **EEG Strategic Conference on 19 May 2025**
- **Extraordinary joint Corporation / Trust Board meeting on 2 June 2025**

The minutes of the Trust Board meeting on 27 March 2025, the notes of the EEG Strategic Conference on 19 May 2025 and the minutes of the extraordinary joint Corporation / Trust Board meeting on 2 June 2025 were **agreed** as an accurate record.

4. **Matters Arising from the above meetings**

The two matters arising were complete.

5. **CEO's Briefing**

5.1 **EEG Highlights**

Trustees received and considered the report which summarised student achievements, student development, trips and experiences, business and partnerships, shows and exhibitions, EDI, staff news, sustainability, and Group newsletters.

The CEO reflected that as Group it had been a year of change, learning and integration after the six schools joined the Trust, and thanked Trustees and Executive for their continued support of the Trust and the Group.

The CEO reflected that there were tremendous successes this year which included Sunrise Academy being graded by Ofsted as Good across all areas, continued growth in student numbers and numerous student and staff successes. The CEO reflected that there continue to be significant challenges, including integrating the six schools and supporting the continued improvement at Stone Lodge Academy and the other SEND schools.

The Chair reflected that the weekly all staff Comms call is a testament to the strong and ambitious staff culture.

5.2 **Strategic Update**

Trustees received and considered the report which summarised key development in national policy and advocacy (including the immigration white paper and UK-wide college leaders letter), funding pay and growth (including 16-19 funding and pay, exceptional growth funding, pay negotiations, national insurance contributions grant, condition improvement fund, strategic priorities grant cuts, reallocation of funding, and DfE teacher pay award), looking ahead (including 2025/26 funding outlook), policy developments and regional impact (including apprenticeship reforms, construction skills funding, and skills England board), policy announcements and DfE updates (including DfE skills reform package, DfE attendance data, and other DfE updates), and other key updates (including mental health in FE, and EU-UK exchange programmes).

The CEO summarised the direction of national and local policy in development and outlined how we are positioning the Group to align and maximise potential opportunities.

The CEO explained that we continue to focus on delivering outstanding education, carefully managing finances, and working as a Group.

J Wakelam joined the call at 2.55pm

Trustees queried whether the apprenticeship reforms will adversely impact us. The CEO explained that funding for apprenticeships has not increased in line with inflation and these changes will impact adults looking to reskill and upskill. The CEO explained how he is working with policy makers and local stakeholders including businesses, the Chamber of Commerce, etc. to shape policy.

The Chair reflected that working as a Group helps us navigate the changing government policy.

The CEO explained that artificial intelligence will be a significant disruptor to every sector and will transform the way we work, and education approaches.

5.3 **EEG Strategic Plan 2025-28**

Trustees received and considered the final draft of the EEG Strategic Plan – which had a vision of ‘transforming lives through the power of exceptional education that ignites potential and drives prosperity for all’ with strategic pillars: our Learners, our Team, our Communities and our Infrastructure – and continued our strategy to operate as ‘one organisation, multiple locations’.

Trustees commended the improved version and use of the ‘we promise’, ‘we provide’, and ‘we deliver’.

The Chair explained that we plan to continue to review and finesse the EEG Strategic Plan as required to ensure it remains a live and relevant document.

Trustees **approved** the EEG Strategic Plan 2025-28, subject to a final proofread.

6. **Committee Chair’s Summary Reports**

6.1. **EEGT Primary Educational Excellence Committee Overview**

Trustees received and considered the report provided which summarised the discussions and recommendations of the Committee meetings in the Summer Term.

The Committee considered the feedback from governance member’s deep dives and the First-Hand Feedback from governance members visits to our primary school. The Committee reviewed Exning Primary School’s headteachers report which included an update on attendance, staffing, student progress, the school development and improvement plan, the termly safeguarding report, a report on the wrap-around care provision at Exning Primary School and, reviewed and recommends the PE and Sports Premium report. The Committee also reviewed and recommended policies in agenda item 7.

D Bicker, as Committee Chair, summarised the discussions by the Committee and informed that the Headteacher of Stanton Community Primary School observed the meeting and there was discussion about how the school will be integrated into the Trust and overseen by the Committee. D Bicker reflected that the Committee also discussed how the papers will evolve further to help the Committee to support and challenge the safeguarding and Headteachers report.

Trustees queried how the governors transferring from Stanton Community Primary School will be supported as new Committee members. D Bicker, J Clark and the Governance Professional explained that there will be training and shadowing particularly in relation to ‘deep dives’ as well as bespoke in-house training led by Rob Bamford to ensure we have a consistent approach to monitoring our primary provision, attendance, safeguarding, etc.

Trustees praised the positive performance of the school and queried if there were any emerging concerns. J Clark reflected that while we do not have concerns about our quality, we are due to be reinspected in the next few years so we continue to prepare.

Trustees queried if there are any quality concerns about Stanton Community Primary School and if they are also due to be reinspected. J Clark informed that the school was inspected recently and was graded Good, and reflected that the school leadership teams have been working very closely and there are no concerns.

6.1.1 **Safeguarding Termly Report**

Trustees received and **noted** the termly report which was scrutinised by the Committee.

6.1.2 **PE/Sports Premium report**

Trustees received and **approved** the report which was scrutinised by the Committee and **authorised** the Chair to sign the PE/Sports Premium report.

6.2. EEG SEND Educational Excellence Committee Overview

Trustees received and considered the report provided which summarised the discussions and recommendations of the Committee meetings in the Summer Term.

The Committee considered the First-Hand Feedback of governance members' visits to the SEND schools, discussed the Risk Register Extract and received and noted correspondence with the DfE and Local Authority linked to Stone Lodge Academy. The Committee reviewed and scrutinised reports on attendance and behaviour, and the impact of intervention strategies, the use of alternative provision, student progress, ECHP annual reviews, Careers information inc. Gatsby benchmarks, school action plans, student experience and student councils and the annual impact reports for the utilisation of Pupil Premium and PE/Sport Premium, and the school's SEN information reports – which the Committee recommend to the Board. The Committee also received updates in regard to student welfare and support, including information on safeguarding and residential including the Standard Three reports, and updates in regard to Ofsted, curriculum development, lesson observations and staff development. The Committee also reviewed and recommended policies in agenda item 7.

S Snowden, as Committee Chair, summarised the discussions by the Committee and reflected that the reporting of the Executive has significantly improved which has enabled more effective and robust support and challenge, and thanked the Executive for their efforts. S Snowden reflected that the new Committee is establishing well and there is trust, transparency and engagement. S Snowden explained that persistent absence and behaviour are a challenge across the SEND schools, and informed that there have been five exclusions this academic year which has led the Committee to request a report on lessons learned. S Snowden noted there has been significant progress in preparing for Ofsted and establishing more robust quality processes, and rapid improvements at Stone Lodge Academy.

R Inman joined the meeting at 3.23pm

Trustees commended the progress in establishing this Committee, though queried how staff morale is at the SEND schools and how they feel about joining the Trust/Group. L Chapman reflected that staff are tired as we near the end of the academic year and informed that morale at Stone Lodge Academy remains patchy however is better at other SEND schools. N Kellett reflected that when he has spoken to school staff, they praised the positive impact of joining the Trust. Trustees reflected that while it is the end of term and staff are tired, they challenged why staff morale at Stone Lodge Academy is a concern. L Chapman reflected that there have been multiple and successive changes across the school and so staff feel fatigued. The CPO reflected that he and his team regularly visit each of the schools, to offer support and invite staff voice; and informed that their feedback is positive and they see the value of being part of the Group. The CEO reflected that we are transforming the culture of the SEND schools and this involves setting robust systems and processes which deliver outstanding education and experiences for students, and noted that this will take time and staff are adjusting to being held accountable to a higher standard.

Trustees discussed the attendance and persistent absence figures of the SEND schools compared to the appropriate DfE benchmarks, and L Chapman gave examples of how we are working with students, families and the Local Authorities to improve attendance including improving the in-school wrap-around support.

Trustees discussed the changes to alternative provision and how this impacts students, and L Chapman explained our internal decision-making process for commissioning the use of alternative provision.

6.2.1 Safeguarding Termly Report

Trustees received and **noted** the termly report which was scrutinised by the Committee.

N Kellett, as Governance Lead for Safeguarding (SEND schools and residential) praised the work of the safeguarding teams.

6.2.2 SEN information, Pupil and PE/Sports Premium reports

Trustees received and **approved** the reports which were scrutinised by the Committee and **authorised** the Chair to sign the PE/Sports Premium reports.

6.2.3 Standard 3 visit reports

Trustees received and **noted** the Standard 3 visit reports which were scrutinised by the Committee.

6.3. EEG Post-16 Educational Excellence Committee Overview

Trustees received and considered the report provided which summarised the discussions and recommendations of the Committee meetings in the Summer Term.

The Committee considered the first-hand feedback from visits to the college and the risk register extract, reviewed progress against the quality improvement plan and updates in regard to student welfare, safeguarding and student support. The Committee considered reports and KPIs relating to monitoring student experience and progress of sixth form, adult, electively home educated, and high needs students, as well as reports relating to curriculum development including the accountability agreement, enrichment, careers, work experience, community engagement, teacher/staff development, quality, and complaints and compliments. The Committee also reviewed and recommended policies in agenda item 7.

J Wakelam, as Committee Vice Chair, summarised the discussions by the Committee and noted there has been focus on attendance, which has resulted in improved attendance across both colleges. J Wakelam commended the culture of continuous improvement, the support given to students in relation to careers and the continued embedding of sustainability into the curriculum.

Trustees discussed how high needs students' mental and physical health impacts their ability to attend and discussed the wrap-around support provided to students to support their welfare and pastoral needs so they can achieve and progress.

J Wakelam, as Governance Lead for Safeguarding (post-16) praised the robust approach to wrap-around support and gave examples of the significant impact it has.

Trustees discussed the long-standing parking concerns impacting the locality around One Sixth Form. J Robson explained the strategies being used to support students to access the college including subsidising travel and to promote conscientious behaviours of students which drive to the college.

6.3.1 Safeguarding Termly Report

Trustees received and **noted** the termly report which was scrutinised by the Committee.

6.4. EEG Resources Committee Overview

Trustees received and considered the report provided which summarised the discussions and recommendations of the Committee meeting in the Summer Term.

The Committee considered the risk register extract and received updates on people (including key performance indicators for HR and wellbeing), compliance (including the termly health and safety report), virtual infrastructure (including a data, systems and processes, and IT update) and physical infrastructure (including estates and property, and a sustainability update).

M Chatt, as Committee Chair, summarised the discussions by the Committee and noted staff turnover remains low and commended the impact of the strategies used to reduce staff absence. M Chatt commended the significant array of projects being led by the CIO to improve our virtual infrastructure, integrate the SEND schools, safeguard our cyber security, and to prepare our artificial intelligence strategy. M Chatt outlined some of the significant physical projects including preparations for the new academic year, and informed that the

Group property strategy is being prepared in readiness for the Committee to review and recommend to the Board. M Chatt praised the significant progress of the sustainability strategy.

Trustees reflected that there have been multiple large scale cyber attacks recently and queried whether the Group could continue to operate if we were targeted. The CIO summarised our cyber security measures and noted we continue to conduct regular testing to ensure we are prepared, to refresh our equipment and software, and to train staff. Trustees queried if we have sufficient insurance cover for cyber security. The CFO and CIO to review the insurance and the Incident Management Group's response plan to a potential cyber-attack, and report back to the Audit and Risk Management Committee.

CFO
CIO

6.4.1. Health and Safety Termly Report

Trustees received and **noted** the termly report which was scrutinised by the Committee.

The CPO summarised the extensive works which have been undertaken to ensure a consistently robust health and safety culture across the schools and colleges.

C Higgins, as Governance Lead for Health and Safety, praised the progress and improved reporting.

6.4.2. Annual Sustainability Report

Trustees received and **noted** the annual report.

J Wakelam, as Governance Lead for Sustainability, praised the progress and impact, and commended Nina Hart's leadership of our approach.

6.5. **EEGT Finance Committee Overview**

Trustees received and considered the report provided which summarised the discussions at and recommendations of the Committee meetings in the Summer Term.

The Committee considered the risk register extract and scrutinised the monthly financial accounts and KPI reports, as well as reports analysing enrolments and applications, updates relating to capital projects and the proposed budget assumptions. The Committee reviewed and recommended the 2025/26 budget and KPIs and 3 Year Financial Forecast, the EEG Financial Regulations and the proposed amendment to the reserves pooling arrangements for 2024/25. The Committee also reviewed and recommended policies in agenda item 7.

A Duffety, as Committee Chair, summarised the discussions by the Committee and reflected that this was the first term working as a joint Committee and praised the Executive for the strength and clarity of their reports, which has enabled the Committee to focus support and challenge. A Duffety noted the Committee remain live to the additional central leadership capacity required to support the SEND schools and confirmed this has been incorporated into the budget. A Duffety summarised the financial performance in 2024/25 and the assumptions underpinning the budget for 2025/26.

The Chair and CFO thanked the Committee for their robust and impactful support and challenge.

The CFO explained the impact of the staff pay uplift to the budget.

The CFO explained the rationale for the proposed reserves pooling arrangement.

6.5.1. 2025/26 Budget, KPIs and 3-year Financial Forecast

Trustees received, considered and **approved** the 2025/26 Budget and KPIs, and 3-year Financial Forecast which was reviewed and recommended by the Committee.

6.5.2. Financial Regulations

Trustees received, considered and **approved** the 2025/26 Financial Regulations which was reviewed and recommended by the Committee.

6.5.3 Amendment to reserves pooling arrangements

Trustees received, considered and **approved** the amendment to reserves pooling arrangements which was reviewed and recommended by the Committee.

6.6. **EEGT Audit and Risk Management Overview**

Trustees received and considered the report provided which summarised the discussions at and recommendations of the Committee meetings in the Summer Term.

The Committee considered the findings reports of the internal auditors so far in 2024/25 and reviewed the Executive's audit recommendation tracking report to monitor implementation progress. The Committee received updates regarding GDPR, subject access requests, freedom of information and data breaches to ensure proper process was followed and effective measures put in place to lessen the risk to the organisation. The Committee scrutinised the Risk Register to ensure that pertinent risks were identified, and that appropriate and effective mitigations were in place to minimise risk; and recommends the Risk Register to the Board. The Committee also reviewed and recommended the appointment of external auditors, both the internal and auditors plans of work for 2025/26 and the amendment to our RPT agreement with WSC.

R Inman, as Chair of the Committee, summarised the discussions by the Committee and reflected that there has been significant progress this year towards our Group approach to risk management; to highlight the impact of the risk and the development of the heat map helps explain the risk context aligned to our Group strategy.

Trustees discussed risk EEG004 (relating to Ofsted) and EEG020 (relating to cultural integration) and reflected the significant demand on Group leadership capacity to mitigate these risks for the SEND schools. Trustees reflected that EEG007 (relating to pay costs) has likely reduced in risk since the Committee meeting, as the DfE have provided more clarity on this.

Trustees praised the introduction of the heat map though reflected this is manually produced and queried if there are plans to use software to support this. The CFO informed that they are exploring possible software. Trustees asked for the CFO to keep the Committee updated.

Trustees commended the close working between the Committee and WSC's Committee, and thanked Roger Inman for his service as Committee Chair.

6.6.1 Risk Register

Trustees received and **noted** the Risk Register.

6.6.2 Internal Auditor's plan of works for 2025/26

Trustees received, considered and **approved** the 2025/26 Internal Audit plan of works which was reviewed and recommended by the Committee.

6.6.3 Appointment of External Auditor

Trustees **agreed to recommend to Members** the reappointment of Larking Gowen LLP as External Auditors for an initial term of 36 months, with two potential 12-month permissible extensions, subject to Larking Gowen LLP proposing a solution to resolve the familiarity threat (for the 2025/26 financial year and subsequent years) which is deemed acceptable by the Audit and Risk Management Committee.

Trustees discussed the tenure of Larking Gowen and the familiarity risk. The CFO confirmed that this was discussed and challenged by the Committee, and Larking Gowen are live to this risk and have outlined how this could be mitigated. The CFO noted that the tender process was open to other providers, however Larking Gowen were deemed to be the most appropriately qualified firm.

6.6.4 External Auditor's plan of works for 2025/26

Trustees received, considered and **approved** the 2025/26 External Audit plan of works which was reviewed and recommended by the Committee.

Larking
Gowen

6.6.5 Amendment to RPT agreement with WSC
Trustees **agreed** to remove the internal recharge limit to EEGT from WSC within our RPT agreement with WSC.

6.7 **EEG Nominations and Governance Overview**
Trustees received and considered the report provided which summarised the discussions at and recommendations of the Committee meeting in the Summer Term.

The Committee reviewed and recommended the Membership of the Group’s governance including the constitution and committee membership, discussed the feedback from the 2024/25 internal review of governance including the results of the surveys and lessons learned from DfE interventions, discussed and recommend the proposed 2025/26 governance structure including the governance meeting schedule, and discussed and recommend the updated governance documentation. The Committee also discussed and recommended the scope, format, timings and provider of the external review of governance due to be completed in 2025/26.

Trustees **noted** the removal of John Malone as member of the EEGT Primary Educational Excellence Committee.

Trustees **noted** the resignation of Lisa Ireland and removal of Rachael Holden as members of the EEG Post-16 Educational Excellence Committee.

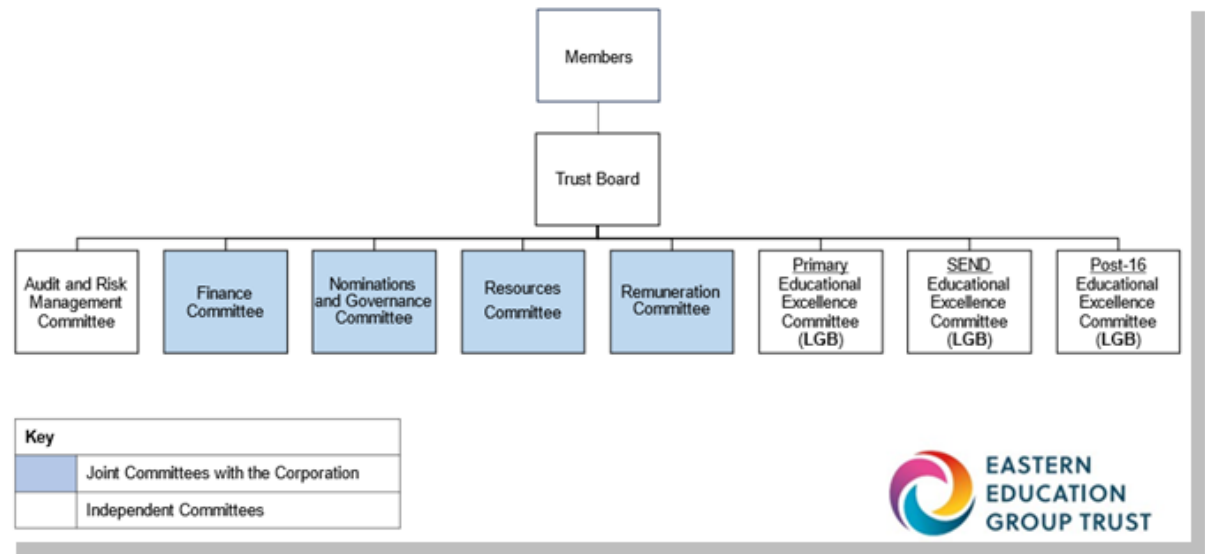
Trustees **noted** the appointment of Ruby-Rose Head as member of the EEG Post-16 Educational Excellence Committee, as elected by WSC students.

6.7.1 Internal Review of Governance for 2024/25
Trustees considered and **approved** the annual internal governance review for 2024/25.

Trustees considered and **approved** the governance action plan for 2025/26.

6.7.2 Governance Structure for 2025/26
Trustees **authorised** the Governance Professional to amend the Sixth Form Educational Excellence Committee’s terms of reference accordingly (e.g. remove reference to adult) and Safeguarding Lead (sixth form) role description.

Trustees **agreed** the below governance structure for 2025/26:



Trustees **agreed** to reappoint Paul Frazer Gale for a further 1-year term of office, serving on the Audit and Risk Management Committee.

Trustees **agreed** to reappoint Josie Finch for a further 1-year term of office, serving on the SEND Educational Excellence Committee.

Trustees **agreed** to appoint Jonathan Wyn-Ber for a 1-year term of office, serving on the Audit and Risk Management Committee

Trustees **appointed** David Bicker as Chair and Annette Goodfellow as Vice Chair of EEGT Primary Educational Excellence Committee, Sue Snowdon as Chair and Neil Kellett as Vice Chair of EEGT SEND Educational Excellence Committee, Sue Daley as Chair and Julia Wakelam as Vice Chair of EEGT Sixth Form Educational Excellence Committee, Richard Attwell as Chair and Julia Wakelam as Vice Chair of the EEGT Audit and Risk Management Committee, Alexandra Duffety as Chair and Jenny Drake as Vice Chair of the EEGT Finance Committee, Elton D'Souza as Chair and Chris Higgins as Vice Chair of the EEGT Nominations and Governance Committee, Sarah Howard as Chair and Sue Daley as Vice Chair of the EEGT Remuneration Committee, and Martin Chatt as Chair and Alexandra Duffety as Vice Chair of the EEGT Resources Committee for 2025/26.

Trustees **agreed** the Terms of Reference and Committee Skillsets for 2025/26.

Trustees **appointed** Sue Daley as EEGT Governance lead for Careers Education and Guidance, Julia Wakelam as EEGT Governance lead for Equality, Diversity and Inclusion, Chris Higgins as EEGT Governance lead for Health and Safety, Karen Points as EEGT Governor lead for People, David Bicker as EEGT Governor lead for Safeguarding (primaries), Neil Kellett as EEGT Governor lead for Safeguarding (SEND and residential), Julia Wakelam as EEGT Governance lead for Safeguarding (sixth form), Sue Snowdon as EEGT Governance lead for Special Educational Needs and Disabilities, Julia Wakelam as EEGT Governance lead for Sustainability, and Richard Attwell as EEGT Trustee lead for Whistleblowing (linked to his role as Chair of the Audit and Risk Management Committee).

6.7.3 Updated Governance Documentation

Trustees received, considered and **approved** the EEGT Appointment and Term of Office Policy, EEGT Code of Conduct, EEGT Conflicts of Interest Policy and EEGT Governance Role Descriptors.

E D'Souza left the meeting at 5.39pm. The Governance Professional acted as chair for the vote.

6.7.4 Election of Trust Board Chair and Vice Chairs for 2025/26

Trustees **elected** Elton D'Souza as Chair, and Chris Higgins and Sue Daley as Vice Chairs.

E D'Souza rejoined the meeting at 5.40pm

6.7.5 Updated DfE guidance and letters from the DfE

Trustees considered and **noted** the updated guidance and letters from the DfE.

7. Policies

Trustees received, considered and **approved** the EEGT (primaries) Children with health needs who cannot attend school and EEGT (primaries) Supporting pupils with medical conditions policies which were reviewed and recommended by the EEGT Primary Educational Excellence Committee.

Trustees received, considered and **approved** the EEGT (SEND schools) Absconding policy, EEGT (SEND schools) Alternative provision policy, EEGT (SEND schools) Attendance policy, EEGT (SEND schools) Behaviour to learn policy, EEGT (SEND schools) Careers information advice and guidance policy, EEGT (SEND schools) First aid and medical policy, EEGT (SEND schools) Positive handling and physical contact and intervention policy, EEGT (SEND schools) Provider access policy, EEGT (SEND schools) Sleep in policy, and EEGT (SEND schools) Work experience policy which were reviewed and recommended by the EEGT SEND Educational Excellence Committee.

Trustees received, considered and **approved** the EEG (sixth form) Careers policy, EEG Careers strategy, and EEG (sixth form) Student code of conduct and behaviour policy which were reviewed and recommended by the EEG Post-16 Educational Excellence Committee.

Trustees received, considered and **approved** the EEG Bursary Policy which was reviewed and recommended by the EEG Finance Committee.

R Inman declared his interest and did not participate in the discussion or vote for this agenda item

8. **Legal Transfer into the Trust**

8.1 **Stanton Community Primary School**

The Chair informed that the business of the meeting was to consider and, if thought fit to approve the entry into a supplemental funding agreement with the Secretary of State for Education (and to take all other steps required) for the establishment of Stanton Primary School as an academy the “Academy” on September 2025 or as soon as possible thereafter (“Stanton Transaction”).

Trustees received and considered reports relating to the Stanton Transaction including:

- the due diligence process regarding the converting school;
- the TUPE process;
- the estimated budget for the Academy;
- engagement with the relevant LGPS fund to begin the actuarial process, agree the ongoing employer contribution rate and confirm that the Trust is fully aware of its employer responsibilities;
- the updated terms of reference for the Primary Educational Excellence Committee (which is constituted as the LGB and will oversee both Exning and Stanton Primary Schools); and
- the Trust’s equality duty.

Trustees **agreed** that the Stanton Primary School joining the Trust is in the best interests of the Trust and in furtherance of the Trust’s charitable objects and hereby **RESOLVE** to enter into the required agreements.

In making this decision, Trustees considered their equality duty and concluded that the decision to enter into the Stanton Transaction is unlikely to affect disproportionately any particular person or group who share protected characteristics.

Approval of documents required to effect the Stanton Transaction

Trustees received and considered the following draft documents the “Stanton Transaction Documents”:

Document	Parties	Description
Supplemental Funding Agreement	<ul style="list-style-type: none">• Eastern Education Group Trust• Secretary of State	Agreement with the Secretary of State to establish the Academy and the terms on which it is to be funded and operate
Commercial Transfer Agreement	<ul style="list-style-type: none">• Governing Body of Stanton Community Primary School• Eastern Education Group Trust• Local Authority (LA)	To transfer the governing body’s/LA’s non-land assets and its rights and obligations under any contracts regarding the school to the Trust and to apportion liability between the LA and the Trust for pre and post conversion matters relating to staff, contracts and assets

Property documents	<ul style="list-style-type: none"> • Eastern Education Group Trust • Local Authority 	To transfer the interest in the school site to the Trust
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Trustees **RESOLVED** to approve the draft Stanton Transaction Documents in the form presented to the meeting subject to any necessary amendments required to finalise the Stanton Transaction Documents or effect the Stanton Transaction, such amendments to be settled by the Trust's solicitors acting on the instructions of any Trustee.

Authorisation of Signatories

Subject to the finalisation of the Stanton Transaction Documents Trustees **RESOLVED** to authorise **delegated authority** to two trustees to:

1. execute the Transaction Documents on behalf of the Trust and any other documents, certificates and notices required to be executed by the Trust in connection with or to give effect to the Transaction; and
2. do all such other acts and things as may be required in order to implement the Transaction on behalf of the Trust.

8.2 Fakenham Centre

Trustees queried why the Local Authority are looking to lease the land/property and whether the lease would be a liability to the Trust. A Whatley explained that the Local Authority do not have need for the land/property and wanted a community use and the CFO informed of the anticipated works required.

The Chair informed that the business of the meeting was to consider and, if thought fit to approve the entry into a supplementary lease agreement with Norfolk County Council for the acquisition of the site adjacent to the Duke of Lancaster School in Fakenham.

Trustees received and considered reports relating to this transaction, including:

- review of the proposed draft lease subject to the addition of a clause that reserves the right for the air cadets (i.e. for the benefit of the cadet land) to lay new services or connect into existing services on the land that will be leased to EEGT
- the Trust's equality duty

Trustees **agreed** that acquisition of the supplementary lease is in the best interests of the Trust and in furtherance of the Trust's charitable objects and hereby RESOLVE to enter into the required agreement.

In making this decision, Trustees considered their equality duty and concluded that the decision to enter into the transaction is unlikely to affect disproportionately any particular person or group who share protected characteristics.

Approval of documents required to affect the transaction

Trustees received and considered the draft documentation.

Trustees **RESOLVED** to approve the draft lease subject to the addition of a clause that reserves the right for the air cadets (ie for the benefit of the cadet land) to lay new services or connect into existing services on the land that will be leased to EEG, in the form presented to the meeting subject to any necessary amendments to be settled by the Trust's solicitors acting on the instructions of any Trustee.

9. Any Other Business

9.1 Review of the meeting

The Chair apologised for the over-running of the meeting and sought feedback from Trustees. Trustees fed back that the meeting was impactful and acknowledged that the summer meeting is always busy.

9.2 Farewell to Angela Whatley

Trustees thanked Angela Whatley for her service to the Group and the community.

9.3 Welcome back talks to staff

The Chair invited Trustees to attend the welcome back talks at the start of the autumn term.

The CFO, CIO, L Chapman, J Robson, A Whatley, J Clark and the Governance Professional left the meeting at 5.53pm

Confidential items

The meeting closed at 6.34pm