

Company no: 07729878

THE BOARD OF DIRECTORS OF SHARE MULTI ACADEMY TRUST

Minutes of the annual meeting of the Members of SHARE Multi Academy Trust held remotely and at Shelley College at 10.15am on Thursday 8 December 2022.

Present

Mr P Marshall (Chair), Mrs M Campbell (remote), Mrs E Lewis (remote), Ms K Wallett (remote)

In Attendance

Ms E Kilner, Minute Clerk
 Mr M Day, Non-Exec Director
 Mrs J Hardacre, Deputy Director of Finance
 Mr D Quinn, Non-Exec Director
 Mrs L Rawlinson, Non-Exec Director
 Mrs R Amos, Non-Exec Director
 Mrs A Kent, Non-Exec Director
 Mr J McNally, CEO
 Mrs L Kendrew, BHP – Remote
 Mrs A Eastham, PA to CEO

Agenda Item	Discussion and Decisions	Action – who/by
69.	Apologies, consent and declarations of LAAPs and interests <ul style="list-style-type: none"> • The Chair welcomed everyone to the meeting and introductions were completed. • Apologies for absence were received from Prof J Keay. • No one was declared as a LAAP. • There were no declarations of interest. 	
70.	Matters for any other urgent business There were no items of urgent other business for discussion.	
71.	Representation There were no matters of representation for discussion.	
72.	Approval of the minutes of the AGM held on 9 December 2021 and any matters arising from the minutes It was confirmed that the minutes of the AGM held on 9 December 2021 have been approved.	

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	There were no matters arising.	
73.	<p>Annual Report and Financial Statements year ending 31 August 2022</p> <p>Copies of the Annual Report and Financial Statements for year ending 31 August 2022 had been circulated before the meeting.</p> <p>The Chair noted that the A&RA Committee had reviewed the Annual Report and Financial Statements year ending 31 August 2022 in detail at the meeting on 1 December 2022.</p> <p>Mrs L Kendrew updated the meeting. Reports were shared on screen.</p> <p>(a) <u>Audit Findings Report</u></p> <p>The Audit Findings Report was summarised.</p> <ul style="list-style-type: none"> • It was noted that this was a very good report and there are no issues. • There are no internal control issues for inclusion in the Management Letter. • All prior year issues have been addressed. <p>(b) <u>Data Analytics Report</u></p> <p>The Data Analytics Report was summarised and it was noted that there are no issues to report.</p> <p>(c) <u>Annual Report and Financial Statements year ending 31 August 2022</u></p> <p>The Annual Report and Financial Statements for year ending 31 August 2022 were summarised including the areas below.</p> <ul style="list-style-type: none"> • Reference and Administrative details for year ended 31 August 2022. • Trustees Report for the year ended 31 August 2022. • Governance Statement. • Statement on Regularity, Propriety and Compliance. • Statement of Trustees’ Responsibilities. • Independent Auditors’ Report on the Financial Statements to the Members of SHARE Multi Academy Trust. • Independent Reporting Accountant’s Assurance Report on Regularity to SHARE Multi Academy Trust and the Educational & Skills Funding Agency. • Statement of Financial Activities (Incorporating Income and Expenditure account) for the year ended 31 August 2022). • Balance Sheet as at 31 August 2022. • Related Party Transactions. • Post Balance Sheet events. 	

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	<p>Q. What are Other Trading Activities and is there a note to explain? A. Note 5 provides an explanation.</p> <p>Q. Has the Teaching School Hub made a loss? A. Yes as shown in the accounts but this is due to the timing of grant payments.</p> <p>Q. What is the transfer of £299k on total expenditure? A. The transfer is for capital spend.</p> <p>Q. What is the deficit of £1014k on restricted funds? A. This is the deficit on restricted funds in the year.</p> <p>Q. What are the changes in higher paid employees? A. The changes are due to progression through pay scales. There are no new roles.</p> <p>Q. What is the movement in Key management personnel? A. This is due to structure changes and movement to the central team.</p> <p>ACTION: Mrs M Campbell to write to the CEO with any remaining questions.</p> <p>RESOLVED: That the Annual Report and Financial Statements year ended 31 August 2022 be approved and can be signed.</p> <p>ACTION: Mrs L Kendrew will issue the Annual Report and Financial Statements year ended 31 August 2022 for signature.</p> <p>Mrs L Kendrew thanked the finance team for all their help with the audit process.</p> <p>The Chair thanked Mrs L Kendrew.</p> <p><i>Mrs L Kendrew left the meeting at 10.52am.</i></p>	<p>Mrs M Campbell</p> <p>Mrs L Kendrew</p>
74.	<p>Appointment of auditors</p> <p>RESOLVED: That BHP be reappointed as Auditors for another financial year.</p>	
75.	<p>Final accounts for submission</p> <p>It was confirmed that the final accounts will be submitted to the ESFA (Education and Skills Funding Agency) before 31 December 2022 and will be published on the school website.</p> <p>The sign off process will be done electronically.</p>	

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76.	Any Other Urgent Business There were no items of Other Urgent Business for discussion.	
77.	Confidentiality RESOLVED: That no part of the agenda, minutes or related documents be excluded from the copy to be made available at the academies, in accordance with the Freedom of Information Act.	

The Chair closed the meeting at 10.56am.



Philip E J Marshall, Chair

22 December 2023