

**LIFE MULTI ACADEMY TRUST**  
**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**  
**HELD ON THE 22nd SEPTEMBER, 2025 AT 5.00PM**

**NON CONFIDENTIAL**

**COMPOSITION OF THE BOARD**

NAME		END DATE OF OFFICE	DESIGNATED ROLE	ATTENDANCE
Liz Warren (LWA)	Trustee	09.02.2029	Vice Chair	Y
Chris Parkinson (CPA)	Trustee		CEO	Y
David Gordon (DGO)	Trustee	28.01.2028		Y
David Maitland (DMA)	Trustee	09.02.2029	Chair	Y
Sue Dunford (SDU)	Trustee (Coopted)	06.07.2029		Y
Liam McDonagh (LMcD)	Trustee	09.02.2029		N
Andy Smith (ASM)	Trustee	19.09.2026		Y
Anil Majithia (AKM)	Trustee	09.02.2029		Y
Ja Kim (JKI)	Trustee	09.02.2029		Y
Rose Harvey (RHA)	Trustee (Coopted)	03.03.2028		Y
John Baumber	Trustee (Coopted)	06.07.2029		Y
<b>IN ATTENDANCE</b>				
Rubi Mahmood				
Caroline Dickman				
Monica Wallace (apologies)				
<b>IN ATTENDANCE - STAFF</b>				
Nicola Koncarevic (NKO)			Director of Education	
Gareth Williams (GWI)			Coordinator of Education (LF)	
Paul Maddox (PMA)			Executive CFO	
Sarah Mayes (SMA)			CFO	
Sian Griffiths (SGR)			Director of Governance & Admissions	

**1. WELCOME & APOLOGIES**

The Chair welcomed all present and provided a brief overview of the arrangements for the interim Chair role from May, 2025 to date. The Trustees welcomed Rubi Mahmood and Caroline Dickman, prospective Trustees. Apologies had been received from Liam McDonagh and Monica Wallace (prospective Trustee). The apologies were noted and accepted.

**2. DECLARATION OF PECUNIARY INTEREST**

The Trustees were asked to declare any potential pecuniary interest or conflict of interest between an individual and the Trust Board as a whole with the business to be discussed during the meeting. No additional verbal declarations were made.

**3. MINUTES OF LAST MEETING**

The non-confidential minutes of the Board meeting held on the 7th July, 2025 were approved and confirmed as an accurate record.

#### 4. MATTERS ARISING

The Trustees reviewed and updated the action log from previous meetings –

DATE	NO	ACTION	WHO	WHEN	UPDATES
31.03.2025	5aii	SGR to convene a meeting of the board of directors for the subsidiary company.	SGR	ASAP	<b>ONGOING</b> see update below.
<b>Update – to be arranged in the Autumn term SGR arranging a call with ASM this week</b>					
07.07.2025	5c	LWA to email Trustees and agree the membership of the CEO Performance Panel, to be reported at the September Board Meeting.	LWA	ASAP	<b>COMPLETED</b> see update below
<b>Update – the panel was due to meet on the afternoon of the 20<sup>th</sup> November, 2025, LWA/JBA/ASM would form the panel, with DMA as the incoming Chair replacing LWA for the following year.</b>					
	5e	ERG meeting - SGR to share dates with Trustees during September/October.	SGR	ASAP	<b>COMPLETED</b>
	6b	SGR to place the IT restructure on the Infrastructure agenda.	SGR	ASAP	<b>COMPLETED</b>
		SWI to ask MWA to produce a report on the IT structure for Trustees to be considered at the Infrastructure Committee.	SWI	ASAP	<b>COMPLETED</b>
	6di	SGR to place Kingsway, feedback from ASM, on the SI agenda in December, 2025.	SGR	ASAP	<b>COMPLETED</b>
	11d	Volunteer Policy - LWA to source some policies and share with Trustees.	LWA		<b>ONGOING</b> see update below
<b>Update – LWA was unclear whether this was a priority for the Trust, both the central team and schools provided the Trustees with an opportunity to attend any of their events. LWA queried whether Trustees wished to pursue, RHA agreed to take on the action and make contact with LWA.</b>					

#### 5. GOVERNANCE & COMPLIANCE (SGR)

- Election of Chair, SGR confirmed that DMA had been nominated by ASM and was the only nominee.  
**RESOLVED:** the Trustees approved DMA's appointment as Chair for this academic year.
- Election of Vice Chair, SGR confirmed that LWA had been nominated by ASM and was the only nominee.  
**RESOLVED:** the Trustees approved LWA's appointment as Vice Chair for this academic year.
- Scheme of Delegation – SGR explained that a piece of work was ongoing to update and combine the 2 SOD's. The revised draft would be shared with the Executive, Headteachers, Chairs of the LGB's and Trustees for comment, the final version would be presented to the Trust Board in December. LWA asked if the document could also include a reference to which checklist underpinned the task e.g. NGA, CST etc. In the meantime Trustees were asked to reapprove the current version.

**RESOLVED:** the Trustees approved the current SOD for a further period until the new draft version had been reviewed and approved in December.

- Annual Board Effectiveness report, SGR reminded all Trustees that they would need to complete the checklist on Governor Hub, which forms the basis of a report for consideration by the board in terms of skill gaps, training etc.
- External Review of Governance – the Trustee noted the meeting with Clare Allen, Reviewer, NGA had been arranged for the 23rd September, 2025.
- The Trustees noted the following assurances - compliance with changes to Academy Handbook and compliance of Trust Website and Get Information about School (GIAS) with statutory requirements. SGR advised there were

currently issues with the websites following the transition over to a new provider it was hoped these matters could be resolved and all websites would be compliant by next month.

- g. The Trustees reviewed and approved the Trust Code of Conduct, 2025 for LGB's.
- h. All Trustees were reminded to complete the Declaration of Pecuniary Interest and confirmations including KCSIE, 2025 and the approved Code of Conduct via Governor Hub. SGR also advised Trustees that as company directors there was a new requirement for them to complete the Director ID verification process, SGR would send an explanatory note to all Trustees.
- i. The Trustees had approved the membership of the CEO Performance Management Panel under agenda item 4.
- j. The Trustees reviewed and approved the proposed training programme for Trustees and Governors for 2025 - 2026.
- k. The Trustees ratified the appointment of the following LGB Chairs -

SCHOOL	DATE OF LGB MEETING	CHAIR	ACTION FROM TRUSTEES
Ashby	23.06.2025	Nigel Middleton	approved 07.07.2025
Bosworth	26.06.2025	Peter Crowe	approved 07.07.2025
Braunstone Frith	23.09.2025	TBC	
Countesthorpe	11.09.2025	Ann Melville (until 31.12.2025)	approved 07.07.2025
Desford	10.09.2025		
Dove Bank	02.07.2025	Ann Melville	For approval
Ibstock	10.09.2025	Clare Watson-Spence	For approval
Ivanhoe		Moved to October meeting - Mary Webster and Kate Whittlesey	To be approved in December
Kingsway	23.06.2025	Lis Stock (until 31.12.2025)	approved 07.07.2025
Winstanley		Moved to October meeting - will be Viv Evans	To be approved in December

LWA advised that she had received a call from the current interim Chair at Countesthorpe who had indicated she would not be able to continue in the role beyond Christmas. The Board acknowledged that this is one of the Trusts more vulnerable schools, and succession planning was therefore a priority. DMA emphasised the need to put a plan in place promptly to identify and appoint a successor. GWI provided an update on actions taken to date.

- The LGB had a full complement of Governors but as the majority were new in the role there was currently limited interest in taking on the Vice Chair or Chair roles.
- GWI had contacted the local parish council to seek potential candidates from the community, particularly individuals with prior connections to the school.
- Feelers had also been put out through the student body and parent community.
- No response had yet been received from the parish council.

The Board noted the importance of continuing efforts to secure leadership for the governing body and agreed that this remained a high-priority action.

**Action:** GWI agreed to chase a parish council response and report back at the next meeting. The Board to consider additional strategies if no candidates emerged.

## 6. DATA/RESULTS/OUTCOMES

The Trustees noted that a briefing note from the CEO, sent via email during the summer break, had been uploaded to the meeting folder during the summer break, alongside the outcomes reports.

*Q (DMA): I know they didn't do the SAT test because of COVID. Were we basically happy with the progress being made, Chris?*

*A (CPA): The School Improvement Committee was scheduled to meet shortly to review the initial commentary behind these results. That would be the forum for detailed scrutiny. At a top-line level, CPA reported that Key Stage 1 and 2 outcomes were positive overall, and interventions by the Trust were having an impact. For example, concerns about Kingsway's outcomes had been addressed through targeted resources, resulting in improvement rather than decline. Progress at Desford was strong, particularly in writing, and Dove Bank was performing as expected. Braunstone Frith had seen a slight dip, attributed to turbulence in the Year 6 cohort.*

For **secondary schools**, CPA reported a more complex picture due to the absence of Progress 8 data and cohort variation. Tracking accuracy had improved significantly, enabling timely interventions. All schools had tracked Year 11 accurately throughout the year, which allowed resources to be targeted effectively.

Ibstock - had shown a significant improvement in outcomes compared to the previous year and NKO and the team should be congratulated for their success. CPA observed that, had these outcomes been available at the time of the Ofsted inspection, the school would likely have achieved at least a "Good" judgement for leadership and management, and possibly in other areas. The Board agreed that the priority was to maintain and build on this improvement going forward.

Ivanhoe - the Board noted that outcomes at Ivanhoe were difficult to interpret due to the heavily deselected Year 11 cohort. CPA reported that only 102 students remained from an original cohort of nearly 300. This significantly affected overall results. CPA explained that the school was not part of the Trust when these students entered Year 7, meaning baseline CAT4 data was unavailable. Trustees were advised that, while reasonable Progress 8 estimates could be made for other schools such as Bosworth (likely improving to +0.3 or +0.4), it was not possible to provide a reliable comparison for Ivanhoe. The Board acknowledged these contextual factors and agreed that future improvement planning should take account of the unique cohort profile.

*Q (SDU): In the original sheets, there were queries about terminology and missing data for pupil premium and SEND percentages for some schools, including Bosworth.*

*A (CPA): An additional document had been added to provide an indication of future reporting formats.*

*Q (SDU): I was concerned about the number of students not achieving Level 4 in English and Maths. Presumably, schools will address this individually?*

*A (CPA): Yes, this was being addressed, particularly at Winstanley. Nationally, around a third of students do not achieve Grade 4 thresholds, and cohort differences were noted. Leaders at Winstanley were not making excuses and understood the need for higher aspirations.*

The Trustees acknowledged that destination data showed students achieving their intended next steps, which contributed to the challenge of raising expectations.

*Q (DMA): Have we got enough students entering sixth form to make them viable?*

*A (CPA): Numbers were broadly in line with predictions. Bosworth had met its target, Countesthorpe was slightly above, and Ashby numbers were strong. While sixth forms were not yet break-even, the position could have been worse. CPA confirmed that Level 3 outcomes were positive overall, with vocational results at Countesthorpe particularly strong given lower prior attainment.*

In terms of early years Kingsway showed strong early years and phonics results, indicating effective long-term work. LWA noted progress at Dove Bank, which had reached 70–72% in early years outcomes, reflecting raised expectations. CPA agreed significant progress had been made which was expected at Dove Bank but it was pleasing to also see at Kingsway.

The Trustees congratulated staff on the progress achieved and noted the importance of sustaining improvement across all schools.

## 7. POLICIES

The Trustees noted the following policies were approved via Governor Hub/email in August, 2025 –

- a. SEND;
- b. Safeguarding
- c. Attendance

The Trustees reviewed the following policies/plans -

- d. Finance Policy
- e. Anti Fraud, Corruption, Bribery & Related Party Transaction Policy Final 2025
- f. Fraud response plan

**RESOLVED:** the Trustees approved the above policies and plan.

## 8. DATE AND TIME OF NEXT MEETINGS

The Trustees noted the date and time of the next Board meeting on the 8<sup>th</sup> December, 2025 and also agreed to move the Summer Trust Board to the 6<sup>th</sup> July, 2026 at 5.00pm, in person.

### MEETING DATES 2025 – 2026

DATE	MEETING	START TIME	ONLINE/IN PERSON
<b>AUTUMN TERM STARTS - 26.08.2025</b>			
Mon 22 Sep 2025	Trust Board	5.00pm	Online
Tue 30 Sep 2025	Infrastructure	5.00pm	Online
Wed 1 Oct 2025	School Improvement	5.00 pm	Online
Thu 2 Oct 2025	Chairs Group	6.00 pm	Online
Tues 14 Oct 2025	Finance	5.00pm	Online
<b>AUTUMN HALF TERM - 20.10.2025 - 24.10.2025</b>			
Mon 3 Nov 2025	CEO call with Trustees	4.30pm	Online - googlemeet
Wed 5 Nov 2025	Chairs Group	6.00 pm	Online
Tue 25 Nov 2025	Pay & People	1.00pm	Online
Wed 26 Nov 2025	Audit & Risk	4.00 pm	Online
Wed 3 Dec 2025	School Improvement	5.00pm	Online
Mon 8 Dec 2025	Trust Board	5.00 pm	Online
<b>CHRISTMAS - 22.12.2025 - 02.01.2026</b>			
Mon 12 Jan 2026	CEO call with Trustees	4.00pm	Online - googlemeet
Mon 19 Jan 2026	LiFE MAT Services Board	5.00pm	Online
Mon 19 Jan 2026	Members - AGM	5.30 pm	Online
Wed 21 Jan 2026	Chairs Group	6.00 pm	Online
Wed 28 Jan 2026	School Improvement	5.00 pm	Online
Tues 3 Feb 2026	Infrastructure	5.00 pm	Online
Tues 10 Feb 2026	Finance	5.00 pm	Online
<b>SPRING HALF TERM -</b>			

<b>16.02.2026 - 20.02.2026</b>			
Mon 2 Mar 2026	CEO call with Trustees	4.30pm	Online - googlemeet
Thu 5 Mar 2026	Audit & Risk	4.00 pm	Online
Thu 12 Mar 2026	Chairs Group	6.00 pm	Online
Tues 17 Mar 2026	Pay & People	1.00pm	Online
Wed 18 Mar 2026	School Improvement	5.00 pm	Online
Mon 23 Mar 2026	Trust Board	5.00pm	Online
<b>EASTER - 30.03.2026 - 10.04.2026</b>			
Mon 20 Apr 2026	CEO call with Trustees	4.30pm	Online - googlemeet
Tues 21 Apr 2026	Infrastructure	5.00pm	Online
<b>MAY DAY BANK HOLIDAY 04.05.2026</b>			
Thu 14 May 2026	Chairs Group	6.00 pm	Online
<b>HALF TERM 25.05.2026 - 39.05.2026</b>			
TBC - June	Trust Strategy Day	All Day	In person
Tues 16 Jun 2026	Audit & Risk	4.00 pm	Online
Wed 17 Jun 2026	School Improvement	5.00pm	Online
Tues 23 Jun 2026	Finance	5.00pm	Online
Thu 25 Jun 2026	Pay & People	1.00pm	Online
Mon 6 July 2026	Trust Board	5.00 pm	In person
<b>SUMMER - 07.07.2026</b>			

The meeting closed at 6.10pm following the conclusion of the confidential business.