

**Minutes of CAST Board meeting held on Friday 11<sup>th</sup> March 2022  
at CAST Office, Plymouth from 10.30am- 3pm**

Attendees:	Andy Nicholls (AN)	-	Foundation Director (Chair)
	Sandy Anderson (SA)	-	Foundation Director
	Jacqui Vaughan (JV)	-	Foundation Director
	Ann Harris (AH)	-	Foundation Director
	Ruth O'Donovan (RO)	-	Foundation Director
	Deacon Nick Johnson	-	Foundation Director
	Graham Briscoe (GB)	-	Co-opted Director
	Les Robins (LR)	-	Co-opted Director
In Attendance:	Zoe Batten (ZB)	-	CEO
	Laura Fox (LF)	-	CFO
	Rose Colpus-Fricker (RCF)	-	COO
	Kevin Butlin (KB)	-	Director of Education and Standards
	Leah Paiano (LP)	-	Clerk

Mark Ducker (MD), Jenness Alosie (JA) and Ben March (BM) joined the meeting at 10.30am to provide feedback on the TSI Review.

MD provided his view of the strengths of the Trust.

Three areas of focus:

- Trust narrative. Establishing a culture and identity beyond being a group of Catholic schools. The relationship between the schools and the Trust – unseen (to facilitate and support, a passive role), family (recognises dual identity, schools have own character but part of a wider family), single organisation (individual schools have own context but one organisation).
- Investment and leadership. Links to the narrative, part of one organisation, how are all leaders across the Trust developed, what investment in leaders, how to grow leaders, building strong base for leadership, mapping out financially and career pathways.
- Business. Need for a business strategy for the Trust, how we educate children to the best of our ability and best use of the resources, supporting those schools most in need, how is CAST going to operate now and next 3-5 years,

AN asked MD regarding their journey and how long for STEP. Think of principles, to become a partnership and had to create a sense of unity, changed narrative to be clearer, linked to leadership, “world class leaders putting children at the heart of everything”, leaders are empowered to do what’s right for their academies, narrative has changed enormously, interpret the narrative based on the principles, principles don’t change but narrative does.

**Decision/Action**

GB asked BM regarding the concept of business strategy, developed a Trust strategy, annual operational plan covers finance and educational quality, HR, SG, career development, what headings would you see in a business strategy. A mechanism which defines the parameters that require operational decisions, resource to T&L, HTs are less involved in tasks that are less involved in educational outcomes, compliance, funding, education, a single business strategy to reduce that risk. MD happy to share STEP business strategy as an example, we feel we have an appropriate level of information in the business strategy but have other documentation that contains that information.

MD, JA and BM were thanked for their time and feedback before leaving the meeting at 11.05am.

### **1. Welcome and Opening Prayer**

Opening prayer by ZB.

### **2. Welcome to New Directors.**

AN explained that Jane Trott (apologies sent due to existing commitment) has an educational background, Catholic sector, look forward to welcoming her to the fold. AH to contact Jane, have a buddy system.

Deacon Nick. Those present introduced themselves to Deacon Nick. JV arrived 11.15am (work commitments).

Deacon Nick introduced himself to the Board. Ordained in 2010, St Mary's Catholic Church, Poole, trained as a S/W, Head of Community Care in a London borough. LGB member at St Edwards, Poole. AN will buddy with NJ.

### **3. Apologies and Confirmation of Quorum**

DR apologies – work commitment

Quorum met.

#### **4.1 Election of Chair and Vice-Chair**

AN gave thanks to the Board for support as temporary Chair.

RO left the room, Board unanimously approved RO to become Chair. RO returned.

AN left the room, Board unanimously approved AN to be Vice Chair. AN returned.

RO thanked AN for his support, an excellent Chair and appreciate him becoming V-C. The Board thanked AN.

#### **4.2 Re-election of Co-Opted Directors (12-month term)**

The Board unanimously approved the re-election of GB and LR as Co-Opted Directors.

RO approved as Chair of the Board.

AN approved as Vice-Chair of the Board.

GB highlighted that 12 months is restrictive; he is committed long term but recognises it is part of the Articles.

## 5. Declaration of Interest

None declared.

### 6.1 Minutes of previous meeting of 10<sup>th</sup> December 2021 and 21<sup>st</sup> January 2022.

10<sup>th</sup> December 2021 – approved as an accurate record.  
21<sup>st</sup> January – approved as an accurate record.

### 6.2 Action Summary December 2021

21.24 ongoing

21.23 complete, raised with HT.

21.22 surveys, actions being taken forward by SELT

21.21 agenda

21.20 HR, timescales, ongoing with HR as it needs to be. RCF links to questions raised for today. HR will liaise with schools, next Board meeting.

21.19 as above.

21.18 Letter and meeting established, two weeks' time. Chair has been unavailable, meeting with VC.

21.16 Ongoing

21.15 Updated list of Link Directors. ESMs confirmed being sent – Directors not receiving, difficulty with booking meetings. KB to chase. LP to share Link Director list with KB.

21.01 October Board meeting in CEO report, Board felt not the right way to move forward, ZB asked the Board for a steer. ZB asked to provide more information for the Board to make a decision. AH tie in with the Business Strategy, pupil recruitment and local parish.

21.12 Review of Governance taking place after Easter, ZB will share date with RO once confirmed. Tie in with financial planning for next year following Governance review.

20.14 Agenda for today.

## 7. Chairs Business

Buckfast MOU. Articles finalised, Members' Agreement finalised. MOU signed and in place. Not a legally binding contract but records agreements with the Abbot on the operational decisions. Finalises the relationship with St Mary's, Buckfast.

SA Highlighted the name on the Articles should line up with the Trust name. Putting a limitation/barrier to joint faith schools. Where did that name come from and why. AN felt the CES would have done that with the Diocese. SA confirmed changed from the draft version. Board meeting 2016, it was agreed not go down the route that assuming every position was held by a man, completely wrong message to children and parents. AN not sure if that is the correct version, final version. AN to follow up. AN if a clear anomaly, will have to review.

The Board approved the minutes from 10<sup>th</sup> Dec and 21st Jan 2022.

LP to share Link Director list with KB.

ZB to provide more information to Board in May to enable a decision.

ZB to share Review date with RO.

AN to check the Articles and ensure correct version is shared.

Succession Planning. Advert for Academy Ambassadors, strong focus on financial skills, need to investigate other avenues. LR standing down in June, AN thanked LR for his support and the notice period. The Board thanked LR for his commitment.

Chair of Audit & Risk – The Board unanimously approved GB as Chair. GB thanked his colleagues for the vote of confidence.

GB approved as Chair of Audit and Risk Committee.

## 8. CEO Update

### Questions received from Directors:

Q. Please could I pose a question to SELT for the board meeting on the 11<sup>th</sup> March in relation to the Suicide, Prevention and Response policy in section **How we can help to ensure a child-centred prevention and intervention policy**

Whilst the assessment for risk and safety plan guidance is included in Papyrus section of the policy i.e Appendix A this is a generic guidance for all. Does SELT feel that this goes far enough in supporting the response for CYP in school who experience suicidal thoughts or self-harm. Would it be appropriate to include risk assessment and safety planning procedures to the guidance with accountability frameworks to ensure that there is a robust assessment and intervention process in place in each school.

KB has discussed this with JV, agree with suggestions, SG Team discussed with DSLs. Need the safety net of a policy in schools but is an evolving policy. Want to adopt the Policy with the understanding the resource bank will grow. SMH Leaders are also focusing on this.

Q. CEO report - what is the timescale to produce the business strategy and has an assessment of resources needed to deliver the change programme been carried out. These points will help the Board to confirm commitment to the proposals.

Shared thinking about moving forward, based on SELT's collective understanding of the Trust. Long term view can't meet challenges if we remain as we are, Trust review, centralised approach, best value, contracts, schools remain in communities, needs a CAST way, need to reorganise so schools can work efficiently, HTs can focus on their school, the business is centralised. Inclusion Team for SEND, S/W, Ed Psych, being proactive to meet the needs of our schools, currently a challenge for schools to meet these needs. Opportunity to do things differently and require a Board commitment to this. First system is GAG pooling, fair way of benchmarking but can have flex, rebalancing our focus as a Trust, got to be financially solvent, education first. The Board discussed the time constraints of HTs. SA important document but needs a proper discussion, core problem which deserves a separate session, GAG pooling previously agreed, RO confirmed. SA how implemented is down to SELT, supportive of the direction of travel. The Board discussed how this would become the business strategy. It was agreed to have a separate meeting to ensure a change program is appropriately undertaken.

Separate change program meeting to discuss ways forward.

Q. Cycle of business - a) should TIP review alternate with Heat Map review rather than be covered at every meeting b) we had

discussed a deep dive on educational performance for the Board at least once a year but can't see that covered. Agenda item 12.

Q. Heat Map - revised ranges against standards have not been applied to canonical inspections or to any of the finance & operations standards? Therefore, for these standards we still have the issue that one school being NE makes the whole Trust NE. Agenda item 11.1.

Q. Governance documentation - the Members' Agreement is not a public document and therefore I don't think it should be listed. The relevant aspects are covered in the Articles or in the MOU, which should have its full title "MOU between the Bishop of Plymouth and Abbot of Buckfast relating to St. Mary's Catholic Primary School and Plymouth CAST"

LP to remove Members' Agreement and rename MOU.

Q. There are numerous references to the CAST portal - when will directors be given access?

The portal could replace GovernorHub but barrier is working with ICT partner for Google security and support, Directors can have access to the portal, will need to have Google email address, can be done next week. Can discuss with Directors regarding moving from GovernorHub and the portal, an attempt to save money, from July. All communication will be sent to .com email address and not personal email addresses. SA format will be the same for all schools. RCF that is the long-term goal.

Directors to be given Google .com email addresses and access to the Portal.

Q. LGB numbers. Only 5 schools meet the Trust requirement of having two more Foundation Governors than other Governors. Indeed, 13 schools have fewer Foundation Governors than other Governors. What actions are being taken? I assume that all the meetings are non-quotate. As the LGBs are a subset of the Board I think it would be appropriate for the Chair name and contact details to be included? Agenda item 15.2.

Q. Audit of School Website - Are all the school websites fully compliant with the regulations? This is particularly important for those schools we anticipate being inspected this year.

Audits are complete, ESMs are working with schools to ensure actions are being completed. Largely actions are not legal requirements, equality objectives and finance information. KB will share his document with LF. GB requested, as Chair of A&R, Board to agree that anything that has the word audit in it, is included in the A&R as he cannot protect/assure his Board colleagues. Happy that H&S is covered by H&S committee. The Board agreed with this action. RCF welcomed this and felt it aligns with local operational strategies and direction of travel.

KB to share website audit information with LF.

The Board approved that all audits are shared with A&R Committee.

Q. Headteacher recruitment. How is our work going with the Catholic Teacher Training Colleges? Have we made offers to any students that are graduating this year?

HR will gather that information from schools, don't have data on offers to students, will link with LP on this going forward. Report to the next Board meeting. SA need to recruit more Catholic teachers, to have more Catholic HTs, needs to start at the very

HR to report on Catholic teacher recruitment at May Board meeting.

beginning to make the Trust appealing. ZB need to remember those interactions happened prior to Covid, renewed focus going forward. AH lot of HTs are being approached by LinkedIn regarding jobs. ZB use social media, share any posts, a powerful tool, core part of internal and external recruitment, part of today's society. LR recruitment for teachers is responsibility of schools, build relationship with local colleges, can show working together, opportunity from a CAST point of view to make relationship. RCF confirmed networking with schools/colleges is a CAST focus.

Q. Heat Map - would it be possible for the actual percentage of M to be included on the front sheet?

Figures to be added to the Heat Map.

Q. Terms of Reference for the Education and Standards Committee. It currently states that the Statutory grant for PP children should be used to reduce the gap to other children. Believe that is not good enough or our target. It should read "Statutory grants for PP children should be used to ensure their achievements are in line with other children."

Language needs to be reflected in all documents. SA Same target throughout, what we are trying to achieve should be consistent. ZB aspirational for disadvantaged children.

Q. Self-Evaluation and Management plan - Why do we have to wait until summer to set up focus group on improved outcomes for PP children?

On the back of a lot of work. The schools and teams are focussing on it.

Q. There is no reference at all to TSG8 - meeting PAN. We would be £9.5 million better off per year if we were on PAN. Why is there no action plan? It has to be a major focus. Agenda item 11.1.

Q. School headcounts. 5 schools account for £495,000 shortfall against their own predicted incomes for this year (Notre Dame, St Boniface, OLSP, St Mary's Buckfast, and St Mary's Poole). Why were they so far out in their own estimates?

Notre Dame was overconfident on 6<sup>th</sup> form pupils but is recruiting well. St Boniface - drop in Year 7 pupils than budget. OLSP is on LF watchlist, lost 29 pupils Jan 21 – Oct 21, new SBM took school on and the budget is being challenged. St Mary's, Buckfast, LF meeting next week. St Mary's, Poole, picked up a lot of second place pupils, positive upswing. Next year's budget is based on this year's numbers, could be a risk in GAG pooling, where data is available looking at market share.

Q. TSI Report. Your report talks about the need for the Central Services Offer to move from an 'external challenge' to an 'internal challenge'. You say the offer 'would be enhanced by describing how the Central Team facilitates the mission of CAST and embodies the values of the Trust.' Alongside changing the

language used in the offer, from your experience, what other priorities for action would you suggest?

Covered in feedback session with Mark Ducker.

Q. CEO Report: Change Programme. Whilst the 11 points in the change programme are all valid, the TSI report suggests the top Board Strategic goal should be 'establishing a strong sense of unity'. Should this be the starting point for the Change Programme?

Acknowledge this is an important piece of work, look at holistically, refresher of Board's goals. Bring thinking together, a Trust wide culture.

Q. Picking up a question from my first strategy meeting- the Trust has rightly focused on its vulnerable financial position but is it time to look at creating educational KPIs to sit alongside the financial KPIs which could, in particular circumstances, give schools a little flexibility to better meet the needs of children with specific needs?

Pertinent question, need to look holistically and remember the core purpose of educating children and giving them the best possible education.

Q. Cycle of business - need to include the review of the SoDA and Schedule of Accountability in July, ready for September.

To be updated in July and ready for Board approval in September.

Meeting date to be set to refresh the Board's goals.

## 9. Safeguarding

Two SG reviews this term. Improvement for Notre Dame/St Boniface, mobile phone policy has been changed, Falmouth review was a real positive, key issue managing medical conditions in school, risk was IHCP asthma inhalers and epi-pen users were not robust enough. Overwhelming findings were how strong SG and school culture were. SA offered his congratulations. KB credit to HT. SG concern regarding a child, Ofsted complaint, LA joined for SG review and was impressed with the Trust's rigour and review procedure. Ofsted case has been closed.

St Nicholas, Exeter, reactive review regarding risks during free time.

SG near miss at St Catherine's, HT exemplary manner, SG practice is strong, systemic risk highlighted LA errors and exposed by the HT. Used as a case study in the DSL forums, changes to practice, all schools to meet with key supply agencies and demand to know their safer recruitment processes. One supply agency has provided the full information. GB what action taken in the LA who took the lead. KB LA lead, followed up by Dorset LADO and determined hadn't been referred to DBS. LA is dealing with this. GB Can we advise DBS. KB No, not employed by us. Days after central training.

Near miss at St Paul's, supervised child, seen to leave the line, procedures revised with the school, RAs readjusted.



Peer supervision for DSL, training in April, connected across the Trust, from Easter LP providing professional supervision to all DSLs once a term. Self-audits in schools by summer half term and feed to central for overview, pleased with the SG process. Huge pressure in schools to manage SG caseloads, MH and wellbeing, SMH Leads will help with that, picked up at SENDCo Network.

## **10. School Viability Update**

Continued piece of work on schools in Plymouth and Torbay, time to focus in SELT. Remodelling work will come to F&R 24<sup>th</sup> March, not a finished piece of work.

### **St Boniface Sixth Form**

RCF has worked with RSC. Clear that the Trust is in breach of the funding agreement, sixth form is closed by default by Board decision moving pupils to ND. Would require an application to reopen and would have to be considered by the Secretary of State. Anyone wanting to continue studies 16-18 at St Boniface could appeal, recommendation significant change to ESFA, St B brought back in line funding agreement. RCF provided an outline of next steps to be taken.

LR variation to ND policy, worth considering the timing. RCF variation doesn't need to align with usual admissions policy timings. AN Have to action, difficult to manage. RCF PAN has been reduced following a consultation. AN approve the Board paper now and SELT to implement in the best way.

The Board approved RCF's recommendation to submit a 'significant change' full business case to the ESFA for the removal of the sixth form at St Boniface's College to bring into line with funding agreement.

The Board approved the process to bring St Boniface in line with the funding agreement.

## **11. Strategic Goal Monitoring**

### **11.1 Heat Map**

### **11.2 Monitoring of the Operational Plan**

SELT use three data cycles by CAST schools - Dec, April and July to input into the Heat Map. New data sheet is created for each academic year for progress tracking, in line with Insight. Board has oversight of the schools at least twice a year. RCF explained that December 2021 is the starting point and future data reports will compare to the previous position. April data drop brought to May Board meeting.

April data drop will be brought to the May Board meeting.

The ranges have been updated. Finance and operations standards agreed finance at Trust level, if change standards too much might show a false positive. AN any one school being NE, means whole Trust is NE. LF going to make changes for May Board. AN position now, and May would be forecast projection. LF will follow this up.

LF to make changes to Heat Map for May Board meeting.



No reference to TSG8, marketing and PR. SA was unable to find reference to meeting PAN, improving pupil numbers in the SEF. ZB will follow this up. It is an area of focus.

ZB to check SEF for TSG8 regarding PAN and pupil numbers.

GB felt the detail of a business strategy is built into this document.

The Board discussed the importance of recognising progress, however small. KB confirmed the report to E&S can include a brief synopsis of changes within the Heat Map, since the last reporting window. ZB professional judgements will show the progress and triangulation to the CEO report. The Board discussed sharing the Heat Map with HTs going forward.

## **15. Education and Standards**

### **15.1 Update from Chair of Education and Standards**

AH commended the SI Team, worked tirelessly throughout the pandemic.

KB Overview - no national comparators, back to 2019, full data set this summer, don't know how our schools will compare. Attendance, exclusions, mock results data down at ND, younger primary children impacted by pandemic, writing, disadvantaged children.

SA worse than anticipated GCSE results, against normal exam or informed topics. Pass rate should be higher. KB students performed less well in mocks than thought they would do. AH will circulate Committee summary to the Board, biggest item is quality of teaching and what the ESMs are doing. KB Plymouth CAST Principles of Teaching, clear set of principles and expect our schools to uphold, launched as a school improvement project. SA asked for a copy. KB confirmed it will come to the next E&S meeting. LR addressing a gap in the quality of T&L. KB absolutely addresses it, 6 areas of focus and how it will be used.

AH to circulate E&S Committee summary to the Board.

KB to bring Plymouth CAST Principles of Teaching to E&S meeting.

### **15.2 Committee Membership**

JV available for the Committee, new Director Jane. Ongoing succession planning, keep skills strong.

ZB has had Diocese letter from Canon Mark asking for people to come forward. AN should have been in parish newsletters, RO and SA confirmed no. All schools had and on their websites.

## **12. Cycle of Business**

RCF and LP have reviewed, to enable cyclical plotting of key issues, to build skeleton agendas and streamline minutes.

TIP review is the key points, and condensing into a different document. SEF document is streamlining CEO report. Deep dive Directors' targets, at least twice a year, how much does the Board want to see, Heat Map gives a deep dive or want something further? AN whole Board should receive a certain level of detail, Heatmap is too high level. AH summary to share with the Board,

gives the headlines, summary in advance of May meeting of E&S. SA Board paper on statutory grants which details schools.

Cycle of business to include review SoDA and Schedule of Accountability in July and take to Board in September. GB will discuss links A&R and Board with RCF outside of this meeting.

Next steps to create a similar document for LGBs. RCF, AH and LP will work on this.

AH, RCF and LP to work on cycle of business for LGBs.

**13. RE and Catholic Life**

In absence of DSC, working collectively with Diocesan colleagues, continue working relationship and look for areas we can align Diocesan and CAST initiatives. KB meets with Helen and Jeremy, clear focus on data, support and challenge and training. Positive working relationship with colleagues in the Diocese.

SA Timetable for DSC. ZB was unsure of the plan.

NJ was appointed as Lead Director for RE and Catholic Life.

NJ appointed as Lead Director, AN and NJ to discuss the role.

**14. Audit and Risk**

Approved internal audit plan, risk register, pupil numbers and audit tracker. GB provided assurance to the Board.

**14.1 Ratification of Chair – covered in Chair’s Update**  
**14.2 Committee Membership**

Require more Directors. RO need to look to new Directors.

**14.3 MUSTS Checklist**

MUSTS – produced every September, ESFA handbook, needs ratification by the Board:  
 Line 12. Accepted format for annual report. Achieved.  
 Line 65. Internal scrutiny. Same as internal audit. CEO gives an annual statement. AN not performed by Trust. LF Internal scrutiny is Francis Clark. Statutory external audit, internal audit, SELT ensuring procedures. LF confirmed. Board approved.

The Board approved the MUSTS Checklist.

**14.4 Pupil numbers**

GB concern, risk register sits with A&R Committee, links to finance and quality of provision. LF analysis, census review to A&R each term, numbers are in decline, A&R bring to the Board, understand our market share, to maintain or grow, starting point of momentum in a challenging area. Data was presented to the wider SELT team, ESMS are taking forward. AN Board own risk and not A&R. SA why not in the SEF. LF is the PAN realistic based on demographics. The Board discussed the market share and PAN numbers. GB Image and parental choice. To be a Board report.

LR budget assumptions, then a tool for A&R over/under. Committees need to be furnished with different information to the Board. Agenda item for each Board meeting. AH Governors

Pupil Numbers is to be an agenda item for each Board meeting.

checklist, paper on aspects of school, meet with parish to encourage parents, SoDA gives LGB responsibility. ZB Not just a Board responsibility, local approach is so important, how HT interacts with local community. SA should be a major Board focus, to educate children, very high visibility, wrap around care example, has to be solved locally. ZB taken seriously and sits within HTPM but sits at local level.

**16. Finance and Resources**

AN key themes - 18<sup>th</sup> Feb, budget assumptions, Investment Policy, payroll provider, harmonisation and pay protection, proposal for capital investment. LF provided an update on requested capital investment, SELT will discuss on Monday.

**16.2** Management accounts, changes to Feb, approval to start accruing for cost of Harmonisation, pay awards back to Sep 2021. Capital spend will need to be rephased into next year due to builder availability. Increases in income – supplementary grants from April to cover increased National Insurance. In terms of spend, uncertainty around supply and covid, challenging, schools are talking to SBMs regarding their budgets. Deliver 1.5%. SA Capital grant lifetime. LF £600 000 up to March, PS is focussing on that. Can offset using for IT if unable to obtain builders. LR asked if this was acceptable. LF confirmed. GB full report on last accounts completed, in between months, do you do a summary written report and circulate to the Bord. LF publish on GovernorHub and share with the Board. Sept and Oct reported as one month but that is acceptable.

**16.1** SRMSAT. Question 12. Considered by F&R. Version 2 uploaded to GovernorHub. Question 38, changed from in part to yes. Deadline 15<sup>th</sup> March, seeking Board approval.

The Board approved the SRMSAT for submission.

**17. Governance and Management**

**17.1 Governance review** – Link Directors need to be holding strategy meetings with their schools. AN ESM not arranged meeting; process is not working. SA impossible to book a meeting. ESM setting agendas for the meeting, more sense to arrange the meeting and issue the agenda. AH will follow up with KB. Directors explained that ESMs are not returning contact. ZB will pick up outside of meeting. AH Change paragraph in the protocols and will circulate.

AH to update the protocols and circulate to the Board.

**17.2 Monitoring the Governance Areas of the TIP**

39 action to do with Governance. 23 are completed. 12 are started, judged incomplete as impact not measured. 4 are pending, because of Covid. All 39 actions will be finished by July.

**17.3 Link Director and Lead Director Roles**

AH and LP will be working on pulling in most recent documentation, into a zip file and share with the Directors. LGB documentation will also be collated. Director restriction was approved out of Committee. SA was concerned. GB shared report from CST having separate roles of Governance. To be added to 1.3, Scheme of Delegation. The

Directors discussed the differences between the Articles and the SoDA. AN explained it was a Board decision and reflects good governance. Chairs are accountable to Link Directors, must have separation. Remove "conflict of interest" from wording. NJ asked who else do you exclude that MAY have a conflict. AN specific thing, Chairs are accountable to the Link Director, not the whole Board.

Remove conflict of interest from wording. Director restriction approved out of Committee.

**18. Policy Review**

Suicide and Self-Harm Prevention Policy – approved  
Admissions Policies 2023-24 – approved previously  
Finance Regulations and Policy – appendix with Investment Policy approved.

**Meeting closed at 3.10pm**

RO thanked everyone for attending and next meeting 20<sup>th</sup> May 2022.

**Future Board Meeting Dates**

All meetings to commence at 10.30am at The CAST Offices, Plymouth.