



**Minutes of the Manchester Creative Studio and Collective Spirit
Board Meeting 14th October 2015**

Location of Meeting: Manchester Creative Studio, 16 Blossom Street, Manchester, M4 5AW

Board Members: Shamim Miah, , Ben Barsky, Alun Morgan, Nimsha Mistry, Alun Morgan and Steve Kuncewicz.

Apologies: Martyn Potts and Max Larcombe

Clerk: James Spencer (JS) and Raja Miah

Meeting Convened: 6.00pm

Item 1.	Welcome and Introductions
Discussion	MP and ML not able to attend.

Item 2.	Minutes from previous meeting -Amendments
Discussion	Minutes reviewed of last meeting reviewed. It is confirmed that they are happy with the documentation presented and the detail within. It is confirmed that meeting notes were delayed in being sent.

Item 3.	Confirm to be true record.
Discussion	Record is confirmed as correct.

Item 4.	Matters arising
Discussion	No matters arising.

Item 5.	Register of Interests
Discussion	No new declaration of interests.

Item 6. Judicam report on Collective Spirit	
Discussion	<p>Phillippa Ollerhead presents her report on Collective Spirits progression.</p> <p>Questions raised by the Board on progression of school .</p> <p>The directors ask how much of the information on site was completed prior to the visit. PO states there was a sense of some of that but generally speaking the standards were very good and there was good progress being made.</p> <p>Report attached to notes.</p>
Actions	Key actions of report to be allocated within the school for delivery.

Item 7. Update from Chair of Governors (Collective Spirit and Manchester Creative Studio)	
Discussion	<p>SM has no further update to give following PO report. SM confirms that the school is operating well and the support offered by Phillipa has been received well.</p> <p>Max give an overview of the school and the development in the Curriculum given Peter start date at the school.</p> <p>It is confirmed that the new Assistant Principal date of starting has been set back to probably January 2016 but there are negotiations on going to see if the dates can be brought forward.</p>

Item 8. Review of finances	
Discussion	<p>School finances are shared with the board of directors.</p> <p>School budgets are discussed and current progression against the budgets is highlighted.</p> <p>It is confirmed that the application for additional funding has been agreed and this will spent across Collective Spirit to ensure the building is fit for purpose and meets the educational requirements of the school</p> <p>It is agreed that a sub- committee of directors will be set up to monitor progression of the financial positions. This sub group will support the sign off and agreement of purchases to expedite the building process.</p> <p>It is confirmed that there has been a number of rushed purchases based on the request of the DFE and given the challenges of the failure in delivery, which need to be highlighted to the auditors</p> <p>It is confirmed that moving forward there will be an external consultant engaged to manage building contractors to ensure compliance and fit for</p>

	<p>purpose approaches.</p> <p>JS confirms that budgets are on track but have had to be amended to reflect changes in the staffing body at the DFE request for the appointment of an assistant principal earlier and additional SEN support.</p>
Action	Set up Director Finance Sub-Committee to review and sign off capital spend – Alun Morgan, Shamim Miah and Raja Miah

Item 9.	Any other business
Discussion	None

Item 10.	Confirm next directors meeting
Discussion	Next board meeting to be confirmed for January. Dates to be circulated.