Strategic & Finance Committee meeting
Held on 18th June 2026 at 5 pm via Teams
Draft Part I Minutes

Present:	A Walmsley (chair), M Williams, A Denner, and I Thomas (joined slightly late).
In attendance:	H Warren (Director of Operations – DoO), M Platten (Director of Finance – DoF) and I Candy (Lead Governance Professional, LGP)

Quorum: the meeting is quorate

Circulation: Directors (through GovernorHub), FFT website

	Decision		Action due

1. Welcome & apologies	
Apologies were received from P Walker (illness). The chair highlighted that this was an additional meeting called to discuss four recommendations for decisions that needed to be taken urgently in order not to delay much needed work.	
2. Declaration of Conflict of Interests	
Declarations of conflicts of interests were invited by the chair. None was made.	
3. To receive the DoO report (version 2) and agree next steps around the following estates matters: • Sidmouth building project • Newton Ferrers roof replacement • Rockbeare additional classroom • Brixington nursery expansion	
Sidmouth project: The meeting went into Part II to discuss the first recommendation for this school, due to commercial sensitivity. The meeting went back into Part I. <u>Recommendation to delay communication with parents:</u> The DoO explained that she wanted to slightly delay the agreed communication with parents to ensure the Trust would share one consistent message, rather than having to communicate changes. ***In response to a question from the committee***, the DoO confirmed that she was working closely with the head of school around this, and the plan continued to be to communicate with parents before the end of the school year. The committee discussed that: • It was critical for children and parents to know what to expect before the school broke for the school holidays, even if the move was being delayed. • The Trust could communicate both eventualities and be transparent, to explain the uncertainty and limit it.	

• Site meetings were now taking place every 2 weeks (with every other one being held online) and were supplemented by a weekly meeting with the project manager, which would help with timely communication. • This was an operational decision for executives to take • Communicating to parents in early July seemed acceptable and sensible. The committee agreed that this was an operational decision, information must be communicated to parents before the start of the summer break, and the DoO would take legal advice around the potential for financial compensation due to the delays linked to National Grid and to the contractor, as part of evidencing the Trust seeking value-for-money.	DoO
Newton Ferrers roof replacement: The meeting went into Part II to discuss this matter, due to commercial sensitivity. The meeting went back into Part I. **Rockbeare additional classrooms (two class mobile classroom):** The committee agreed that this was an operational matter for executives to decide and commented that the proposed change in timings made sense from a Health & Safety point of view. ***The committee had probed ahead of the meeting who was organising the tender, the Trust or the LA (Devon County Council), and whether the LA had confirmed they would pay the full costs of this project.*** The DoF explained that procurement would be undertaken by the Trust and the LA had confirmed they would fund £550K. Therefore, it would be the responsibility of the Trust to secure value-for-money and the relevant Trust policies and procedures would apply, particularly the procurement cost thresholds. The DoO commented that the tender information should be available in time for the next meeting of the committee, and this would fit with timelines.	DoO
Brixington nursery The DoO reminded the committee that the Trust had been granted funding through the Nursery Expansion Grant to cover the majority of the costs of the nursery expansion. In response to a question, she confirmed that the Trust had gone through the appropriate tender process and had confidence in the project manager based on previous experience. The committee approved the award of the tender to Fifields.	

Meeting times: start: 5 pm, end: 5.40 pm

Date of next meeting: Thu 2 July 2026

These minutes are agreed by those present as being a true record.

Signed:………………………………………… **Date:………………..**
Chair of S&F committee