



WEST LAKES
MULTI ACADEMY
TRUST

**COMPANY REGISTRATION NUMBER 6627459
NOTICE OF ANNUAL GENERAL MEETING (AGM)**

WEDNESDAY 7TH DECEMBER 2022 AT 14:00

**AT WEST LAKES ACADEMY, MAIN STREET,
EGREMONT, CUMBRIA, CA22 2DQ**

Notice is hereby given that the Annual General Meeting of West Lakes Multi-Academy Trust will be held at West Lakes Academy, Egremont on Wednesday 7th December 2022 at 2:00pm to transact the following business:

Item and Description	Lead	Documents or Information
1. Welcome, Apologies and Quorum <ol style="list-style-type: none"> a. Receive and agree whether any apologies are to be accepted. b. Receive update appointment, retirement or resignation of Trustees. c. Approve any changes to representation of Members since the previous meeting. d. Confirm the meeting is quorate 	Governance Professional	
2. Appointment of Chair and Vice Chair of Members <ol style="list-style-type: none"> a. Elect the Chair of The Members 2022/2023. b. Elect the Vice-Chair of The Members 2022/2023 	Governance Professional	
3. Annual Review of the Register of Declaration of Interests and/or Conflict of Interests <ol style="list-style-type: none"> a. Members to return a completed 2022/2023 Declaration of Interest form with details of their business interests, any related interests, any other educational establishments that they govern and any relationships to school staff (noting the legal duty to publish the register of interest on the MAT website). b. Members to declare any business or personal interests in any agenda item for this meeting. 	Chair of Members	<u><i>In order to ensure an efficient meeting Members should submit the annual declaration of interest forms, scan and e-mail them to the Governance Professional, Caroline Stevenson.</i></u>
4. Minutes of previous meeting	Chair of Members	
5. Presentation of Annual Report	Armstrong Watson - Auditors	<i>Annual Report</i>
6. Presentation of Audited Accounts	Trustees	<i>Annual Accounts</i>
7. Auditors for 2022 - 2023 financial year	Members	
8. New Articles of Association – update and next steps	Members	<i>Articles</i>
9. Consider any changes to the Master Funding Agreement and Supplemental Funding Agreements	Members	<i>New SFA</i>
10. Members to receive an update on Scheme of Delegation and Terms of Reference	Chair of Trustees	<i>Scheme of Delegation and Terms of Reference</i>
11. Members to receive an update on growth plans	Chair of Trustees	
12. Performance of The Trust	Chair of Trustees	<i>Summary performance</i>

13. Consideration of support needed from Members	All	
14. Motions to be discussed by Members a. Moving to five Members	Chair of Members	
15. Any Other Business a. To be submitted through the Chair a minimum of 3 days in advance of the meeting together with supporting documentation if required.	Chair of Members	
16. Dates a. Trustee Meetings i. 13th February 2023 ii. 27th March 2023 iii. 23rd May 2023 iv. 17th July 2023 b. EGM – 13 th June 2023 c. Notable Events	Governance Professional	

If you would like the Multi-Academy Trust Members to respond to questions at the AGM, please submit these in writing to the Governance Professional at least 14 days prior to the meeting (via email to stevensonc@westlakesmat.org.uk or in writing to Mr Johnson, Changing Lives Learning Trust, c/o West Lakes Academy, Main Street, Egremont, CA22 2DQ)