



20th November 2019

Dear Member

Please note that the next Full Management Committee Meeting will be held on **Wednesday 27th November 2019 at 6.30pm**. The agenda for the meeting is as follows:

- 1 Sederunt
- 2 Previous Minutes 30th October 2019
- 3 Matters Arising & Outstanding Issues
- 4 Declaration of Interest & Notifiable Events
- 5 Health & Safety
- 6 Audit & Finance Sub Committee
- 7 Management Accounts
- 8 Long Term Projections
- Tea Break
- 9 Budget 2020/21 (draft)
- 10 Rent & Factoring Review
- 11 Correspondence & Group Updates
- 12 Committee Training Plan

1. Information – 5 Minutes
2. Action – 5 minutes
3. Action/Information – 20 Minutes
4. Information/Action – 5 Minutes
5. Information/Action – 10 Minutes
6. Information/Action – 20 Minutes
7. Information/Action - 10 Minutes
- Tea Break
8. Action – 15 minutes
9. Action – 5 Minutes
10. Action- 15 Minutes
11. Action/Information - 10 Minutes
12. Action– 15 Minutes
13. Action/Information - 10 Minutes
14. Action - 10 Minutes
15. Action/Information - 5 Minutes
16. Action/Information - 5 Minutes

Approximate time of meeting
2 hour 50 minutes

- 13 Information Communication Technology Strategy
- 14 Governance Review Update
- 15 Membership Approvals
- 16 A O C B