



22nd January 2020

Dear Member

Please note that the next Full Management Committee Meeting will be held on **Wednesday 29th January 2020 at 6.30pm**. The agenda for the meeting is as follows:

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|----|---|-----|---------------------------------|
| 1 | Sederunt | 1. | Information/Action – 5 Minutes |
| 2 | Previous Minutes | 2. | Action – 5 minutes |
| | 27 th November 2019 | 3. | Information/Action – 20 Minutes |
| 3 | Matters Arising & Outstanding Issues | 4. | Information/Action – 5 Minutes |
| 4 | Declaration of Interest & Notifiable Events | 5. | Information/Action – 10 Minutes |
| 5 | Health & Safety | 6. | Information/Action – 15 Minutes |
| 6 | Staff Satisfaction Report | 7. | Information/Action - 15 Minutes |
| 7 | Long Term Projections | 8. | Action – 15 minutes |
| 8 | Budget 2020/21 & Rent Review | | Tea Break |
| | Tea Break | 9. | Action – 5 Minutes |
| 9 | Correspondence & Group Updates | 10. | Action- 10 Minutes |
| 10 | Asset Management Strategy | 11. | Action/Information - 15 Minutes |
| 11 | Operations Report | 12. | Information/Action – 5 Minutes |
| | | 13. | Action/Information - 15 Minutes |
| | | 14. | Action/Information 10 Minutes |
| | | 15. | Action/Information - 5 Minutes |

Approximate time of meeting
2 hour 30 minutes

- 12 Membership Approvals
- 13 Audit & Finance Risk Management
- 14 Human Resources Report (Confidential)
- 15 A O C B