



25th November 2020

Dear Member

Please note that the next Full Management Committee Meeting will be held on **Wednesday 2nd December 2020 at 6.30pm**. The agenda for the meeting is as follows:

- 1 Sederunt
- 2 Previous Minutes 28th October 2020
- 3 Matters Arising & Outstanding Issues
- 4 Declaration of Interest & Notifiable Events
- 5 Health & Safety
- 6 Audit & Finance Sub Committee
- 7 Long Term Projections
Tea Break
- 8 Budget 2021/22 (draft)
- 9 Rent & Factoring Review
- 10 Correspondence & Group Updates
- 11 Committee Training Plan
- 12 Governance Review Update

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. Action – 15 minutes

Tea Break
8. Action – 5 Minutes
9. Action- 15 Minutes
10. Action/Information -
10 Minutes
11. Action/Information -
10 Minutes
12. Action - 10 Minutes
13. Action/Information -
5 Minutes
14. Action/Information -
10 Minutes
15. Action/Information -
5 Minutes
16. Action/Information -
5 Minutes

Approximate time of meeting
2 hour 30 minutes

- 13 Membership Approvals
- 14 Data Protection Updates
 - Committee Privacy Statement
 - Website Privacy Policy
 - Website Cookie Policy
- 15 Code of Conduct Staff
- 16 A O C B