

Board Meeting Agenda:

Date: 24 Sept 2025

Time: 11am-1pm

Location: Pilgrim House

1. Welcome & Objectives (10 mins)

- a) Welcome from Chair
 - Introduction of board members incl: Kerry Gilbert new board member
 - Apologies
 - Brief overview of the meeting purpose
 - Expected outcomes
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2. Roles & Responsibilities (10mins)

- Review of current roles and responsibilities
 - Questions
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3. Governance (15mins)

- b) Declarations of interest
 - c) Review of last month's minutes
 - d) levy update
 - e) Finance - P&L
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4. Board pack reports (5mins)

- Any Questions
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5. Presentation of Director Report Findings (15mins)

- Summary of key insights from the report
 - Highlights of successes, challenges, and opportunities
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6. Proposed Budget Allocation (30 mins)

- Overview of available budget
 - Suggested allocation across key areas (e.g., marketing, events, improve)
 - Rationale behind each allocation
 - Reference materials: see attached
 - Discussion and agreement on next steps
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7. Action Points & Next Steps (20 mins)

- Summary of decisions made
- Assignment of tasks and responsibilities
- Timeline for implementation
- Date for follow-up meeting