



BOARD OF DIRECTORS MEETING

AGENDA

**For the meeting
To be held on 21 May 2019 @ 6.00 pm
Aspirations Meeting room**

In attendance: Mr A O'Sullivan (CEO), Mrs Woods, (minutes)

1	18.00	Apologies		Mrs Cook
2	18.00	Declaration of: <ul style="list-style-type: none"> ➤ items likely to cause a conflict of interest/pecuniary interests: ➤ Items to be taken under AOB 		
3	18.05	Minutes of the Directors meeting held on the 26 th March 2019 Matters arising.	<i>Enc 1</i>	All
4	18.10	Internal Audit report Conclusions and answers	<i>Enc 2</i>	Mr O'Sullivan
5	18.25	Support staff annual leave entitlement – change from days to weeks	<i>Enc 3</i>	Mr O'Sullivan
6	18.35	Staff contracts – change item 9 annual leave – refer to Manual of Personnel Practice	<i>Enc 4</i>	Mr O'Sullivan
7	18.50	Business Manager Job Description	<i>Enc 5</i>	Mr O'Sullivan
8	19.05	Chair of LGB update <ul style="list-style-type: none"> - Arnewood - Eaglewood 		Mrs Cook Prof Richards
9	19.25	EFSA letter to The Accounting Officer – (standing item)	<i>Enc6</i>	Mr O'Sullivan
10	19.35	Salary increases		Mr O'Sullivan
11	19.45	AOB		
Date of next meeting: 18 th July 2019, 6pm Aspirations Meeting Room – Members attending				