

BOARD OF DIRECTORS MEETING

AGENDA

**For the meeting
To be held on 10th December 2019 @ 17.30 hrs**

Aspirations Meeting Room



In attendance: Mrs S Bartlett, Senior Finance Officer, Cllr A O’Sullivan, CEO, Mrs V Woods, Clerk (minutes)

1	17.30	Apologies		Mrs Woods
2	17.31	Declaration of: ➤ items likely to cause a conflict of interest/pecuniary interests: ➤ Items to be taken under AOB		Chair
3	17.35	Minutes of the Board of Directors Meeting held on 20 th October 2019: ➤ Acceptance of Minutes as a true record ➤ Matters arising: Board of Directors Terms of Reference HR Provision	<i>Enc 1</i> <i>Enc 2</i>	Chair Chair CEO
4	17.50	To approve The Gryphon Trust Draft Accounts 2019	<i>Enc 3</i>	Mr O’Sullivan
5	18.10	The Gryphon Trust Risk Register The Arnewood School Risk Register The Eaglewood School Risk Register	<i>Enc 4</i> <i>Enc 5</i> <i>Enc 6</i>	Mr O’Sullivan Mrs Cook Prof Richards
6	18.30	To note the Audit Findings Report	<i>Enc 6A</i>	Mr O’Sullivan
7	18.40	CEO Report	<i>Enc 7</i>	Mr O’Sullivan
8	18.50	Policies: ➤ Clarification of Pay and Performance Policies currently approved ➤ Expenses Policy for Members, Directors and Local Governors.	<i>Enc 8</i> <i>Enc 9</i>	
9	19.00	Progress 8 Strategies – The Arnewood School	<i>Enc 10</i>	Mrs Cook
10	19.10	Recruitment to the Board and the Members		Chair
11	19.20	AGM - Invitation, Agenda and supporting reports, etc.		Chair
12	19.40	EFSA update		Mr O’Sullivan
13	19.45	AOB		

Date of next meeting: **AGM, January 2020 - TBA**

Future meeting dates:

31st March 2020 – 5.30pm

19th May 2020 – 5.30pm

14th July 2020 - 5.30pm