


Title: Board Meeting Agenda			
Date: 24/5/16	Time: 2-4pm		
Venue: Oxford Town Hall, St Aldates, Oxford			
Chairman: Eddie Duller OBE		Minute taker: Carol Ball	
Agenda item	Description	Time	Who
1	Welcome and apologies	5 mins	ED
2	Declarations of interest	5 mins	ED
3	Public questions	10 mins	All
4	PAPER 1 Minutes of the last meeting - for approval Matters arising - for information	10 mins	ED
5	PAPER 2 Executive Director's report - for information.	20 mins	CM
6	PAPER 3 Year End Returns 2015/16 and Financial Report - for approval	10 mins	CM
7	PAPER 4 Business Manager's paper incorporating: <ul style="list-style-type: none"> • Charity conversion • Office move For noting and decision	15 mins	CB
8	Paper 5 Updated workplan for decision	10 mins	CM
9	Website Update for information	10 mins	RM
10	Directors' update	20 mins	All
11	AOB	5 mins	All