

Meeting	Board of Directors
Date & Time	Monday 10 th December 2018 5.00pm – 6.30pm (Followed by the Annual Members Meeting at 6.30pm)

Agenda

No	Description	Paper	Lead	Timing
1	Welcome and apologies for absence.		Chair	5.00
1a	CSSA Summer Results and Recovery Position CSSA Lessons learned from Ransom Ware Attack		James Kerfoot	5.05
2	Declaration of any personal or business interests for the items.		Chair	5.45
3	Any Matters to be raised under any other business - agreed as being urgent?		Chair	
4	Minutes of the Previous Meeting	Y	Chair	
5	Update on any significant matters (not on the agenda today) and actions arising from those minutes.		Chair	
6	<u>Finance, Resources & Risks</u> Management Accounts for Oct-18 – Attached SEA Action Plan Update – Attached		Karen Wiggins	6.00 – 6.30

	<p>Internal Risk Audit - Verbal Update</p> <p>Recovery Plan – Verbal Update</p> <p>Review of Statutory Accounts</p> <ul style="list-style-type: none"> ▪ letters of representation x 2 – attached for review and signing ▪ Audit Findings Report – for noting only (fully reviewed at LLT F&A) ▪ Statutory Accounts (may change slightly as auditors have one more review) – attached for approval and signing – also for members to receive after the meeting. 			
7	Any Other Business		Chair	6.30
8	<p>Date and Time of Next Meeting</p> <p>Tuesday 5th March 2019 at 5.30pm</p>		Clerk	