Actions arising from meeting 7thFebruary 2024 at Kenilworth Centre

Present

Michael Anderson

Nigel Briggs

Sim Connor ( Chair)

 Action

Sim presented 2024 cash flow and highlighted how important the 2 new lines of

business would be to generating cash flow in 2024.

1. Sound booth - although a very new venture a robust business plan was Sim

needed. Sim to work with Sarah to develop.

2. (F3 on strategic plan) 200 4 £100 Urgency needed to get this launched and include

 business sponsorship. Sim to speak with Mandy Sim

3.(F4 on strategic plan) Rooms rate increase not included in 2024 cash forecast Sim

4.all process owners to update actions on strategic plan given cash flow issues Nigel

very important

5.expenditure limits for centre managers :

£500 per single item excluding direct debits , above Michael/Sim to sign Sim/Michael

Date of next meeting to be confirmed Sim