**Trustees of theKenilworthCentre**

**Meeting to be held on Tuesday 12th March 2024 at 7.30 pm**

**AGENDA**

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|  | **Item** | **Reason** | **Lead** |
| 1 | Welcome, introduction to observer and apologies for absence |  | Chair/ Mandy |
| 2 | Disclosures of personal interests - Any changes to existing and ongoing disclosures of personal interest? |  | Chair/ Mandy |
| 3 | Minutes of previous meeting |  | Chair/ Mandy |
| 4 | Chairs Report |  | Chair/ Mandy |
| 5 | Finance update and fundraising review (15 mins) |  | Sim / Sarah / Becky |
| 6 | Questions to Centre Managers’ Report  * CM comms with trustees between meetings |  | Sarah/ Becky |
| 7 | Risk register review and updates   * Lease * HR contract * Safety |  | Chair/ Mandy |
| 8 | Sub Committee headline feedback (15 mins) | For decisions as identified | Dr Becky/ Sim,/ Mandy |
| 9 | Trustee succession planning:  * Observer in today’s meeting/ Elizabeth Browne * Thank you to Jim Price * Skill gaps |  | Rachael / Mandy |
| 10 | Volunteer support for tKC events (list to be provided)the two castles run sessions |  | Sarah/ Becky |
| 10 | AOB |  |  |
|  | Dates of next meetings: 14/5/24, 9/7/24, 10/9/24 **25/9/24 AGM 2024** |  |  |