AGENDA
Elsea Park Community Trust Board Meeting
Wednesday 4 December 2013 – 19:00 to 21:00
Venue: Meeting Room, The Centre @ Elsea Park

Time	Agenda Item		
19:00	**1**	**Welcome and Apologies**	**AMB**
19:03	**2**	**Minutes from previous meeting held on 06.11.2013**	**AMB**
19:10	**3**	**Matters arising not on Agenda/Action Plan**	**All**
19:15	**4.**	**Presentation on drainage – Alex Szarawarski (Kier Homes) & Hiranth Cook (Wormold Burrows Partnership)**	**SAW**
20:00	**5**	**Management report** • Board meeting forward plan • Caretaking arrangements • Articles of Association update • Monthly Log	**SAW**
20:15	**6**	**Finance** • Cash flow report (SAW & RJ) • Finance report - Finance Manual (appendix)	**RJ**
20:45	**9**	**Action Plan/ Future Agenda Items**	**All**
20:50	**10**	**Any Other Business**	**All**

20:58	**11**	**Date of the next meeting**	**All**
TBC			
21:00	**12**	**Close**	