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Minutes of Board of Trustees Meeting 17th July 2025

<p>4. Assurance Effective Governance Libby</p> <p>4.1 <u>Governance schedule</u></p> <p>4.2 Board Assurance Statement and Self-Audit Checklist</p> <p>4.3 <u>Policy review</u></p> <p>4.3.1 Caine reports about his review of policies (Emergency preparedness to be added to assurance for each meeting) BCP to be developed</p> <p>4.4 <u>Health & Safety</u></p>	<p>Action: Add BCP to agenda</p>
<p>5. Assurance Financial Performance Caine & Simon</p> <p>5.1 Financial statements Finance <u>Finance</u></p> <p>5.1.1 Delegations updated</p> <p>5.1.2 Cash flow budget</p>	<p>Action: To seek clarification about cash flow budget from AFS</p> <p>Action: Update the financial delegations</p> <p>MV Approve P & L and invoices May and June</p> <p>Approve Auditors report</p> <p>Simon, Libby</p>
<p>6. Sub-Committee Reports-Back - Summaries to be prepared for future meetings</p> <p>6.1 <u>Property</u></p> <p>6.1.1 Caine reports about property projects</p> <p>6.1.1.1 Roofing</p> <p>6.1.1.2 Sensory room funds</p> <p>6.1.1.3 Playground</p> <p>6.1.1.3.1 Sandpit (Matt)</p> <p>6.1.1.3.2 Playground repairs and replacement/additions (Luke from Playco)</p> <p>6.2 Fundraising update</p> <p>6.3 L&C Day - Clark and Co confirmed platinum sponsor for 2025</p> <p>6.4 BOT Comms - Newsletter to talk about board elections</p> <p>6.5 BOT Election</p> <p><u>2025ElectionPilotTriennialElectionHandbook-Ver1.0.pdf</u></p> <p>Caine Libby</p>	<p>Action: Quotes and designs to share as they come in</p> <p>Action: Newsletter comms re bot elections Libby</p>
<p>7. Meeting Closure Libby</p> <p>7.1 Summary of actions (including communications)</p> <p>7.2 Items for Next Agenda</p> <p>7.3 Review Forward Agenda</p> <p>7.4 Comments on meeting procedures and outcomes</p> <p>7.5 Closing karakia</p>	

Next Meeting 14th August 18.30

14.8.25. 

Date Presiding Member