

# Board Meeting Agenda

**Monday 20 October 2025, 18.15–20.00**

Whitley Bay Comrades Club, 14 The Links, Whitley Bay NE26 1PS

PLEASE NOTE – We plan to use a voice recorder to help us take notes.

| <b>Part 1 – Standing Items (40 mins)</b>           |                                                                                                                                                             |                       |                       |
|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|
| 1.                                                 | Welcome and apologies                                                                                                                                       |                       | Chair                 |
| 2.                                                 | Draft Accounts discussion with our accountant                                                                                                               | <b>For Discussion</b> | Jackie Tracey & Paul  |
| 3.                                                 | Declaration of interest                                                                                                                                     |                       | Chair                 |
| 4.                                                 | Minutes from the previous meetings                                                                                                                          | <b>For Decision</b>   | Chair                 |
| 5.                                                 | Chair and Director's updates                                                                                                                                | <b>For Discussion</b> | Chair & Paul          |
| 6.                                                 | Escalations & considerations <ul style="list-style-type: none"><li>• GDPR</li><li>• Safeguarding</li><li>• Health and Safety</li><li>• Equalities</li></ul> | <b>For Discussion</b> | All                   |
| <b>Part 2 – Key issues and Decisions (50 mins)</b> |                                                                                                                                                             |                       |                       |
| 6.                                                 | AGM planning                                                                                                                                                | <b>For Discussion</b> | Paul                  |
| 7.                                                 | Next Steps working group update                                                                                                                             | <b>For Discussion</b> | Paul & Carol          |
| 8.                                                 | Festive period closure                                                                                                                                      | <b>For Discussion</b> | Paul                  |
| 9.                                                 | Workplan updates                                                                                                                                            | <b>For Discussion</b> | Paul                  |
| <b>Part 3 – Other issues (15 mins)</b>             |                                                                                                                                                             |                       |                       |
| 10.                                                | Finance update                                                                                                                                              | <b>For Decision</b>   | Jackie, Paul & Tracey |
| 11.                                                | AOB                                                                                                                                                         |                       | Chair                 |