Merseyside Sports Foundation Meeting - Agenda

Date	21st July 2017, 10.30 -12.30 (inclusive of AGM)
Venue	Merseyside Sports Partnership Office, Unit 1, Dakota Business Park, Skyhawk Avenue, Garston, Liverpool L19 2QR Telephone: 0151 427 3826
Papers	**Hard copy of the papers will be provided for all Trustees at the meeting**

	Agenda items	Actions required	Whom
1	Welcome, apologies and introductions		Chairman
2	Annual General Meeting a. Meeting Opened b. Matters arising from action notes of AGM c. Annual declaration of interest d. Appointments – Trustees and Services e. Verbal report received by chairman f. Report of Trustees and unaudited statement for period ending 31st March 2017 g. Presentation on workplace offer developments h. Date of next annual general meeting i. Closure of annual general meeting	a. Open meeting b. See attached action notes as a reminder dated 12th July 2016 c. All trustees to complete annual declaration form d. See annual report e. Receive a verbal report by chairman f. Approve annual report and unaudited statement g. Presentation received by Danny Woodworth (11.15PM) h. Set dates – July 2018	Chairman

	Agenda items	Actions required	Whom
1	Welcome, apologies and introductions		Chairman
2	Regular meeting		
	1. Welcome and apologies	a. Covered in AGM	Chairman
	2. Matters arising from action notes dated 18th October 2017	b. Action notes to be tabled at the meeting	
	3. Horizon scanning (opportunities and challenges)	c. Sport England developments d. National and local developments	JS All Trustees
	4. Strategy	e. MSP strategic developments (including branding)	JS
	5. Tactics a. New funding bids/opportunities in the pipeline	f. Verbal report	JS

	6. Operational
	    a. Human resources up date
	    b. Financial summary of income over expenditure statement as of September 2016
		g. See annual report
		
		h. See annual report (financial report under review in line with Governance code)
			Chairman
			
			Chairman / JS

	7. Papers to sign (if appropriate)	i. Cheques to sign	Trustees
	8. Set dates for 2017/2018	j. Trustees to determine dates	