

Agenda

CIEA Trustees' Meeting and AGM

11:00am Tuesday 12th November 2019

Room R010 De Havilland Campus
University of Hertfordshire, HATFIELD AL10 9EU

Annual General Meeting - 11.00 am Draft Report & Accounts to 31/03/19

1. To receive and consider the annual report of the Board and the accounts
2. To elect the auditors

Trustee Meeting - 11.15 am – 3.00 pm

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| 1. Welcome, introductions ¹ & apologies | SS | |
| 2. Minutes of previous meeting held on 16 th July 2019 | SS | (Attached) |
| 3. Matters Arising | SS | |
| 4. Royal Charter | | Keith Lawrey |
| Lunch (<i>estimate time 12.30pm – 1.00pm</i>) | | |
| 5. Finance Report and Discussion | AMcC/SS | |
| 6. Progress Report | AMcC | (Attached x6) |
| 7. Advisory Groups | | |
| a) Training | MW | |
| b) Membership | IH | (Attached x2) |
| c) Governance, including Risk Register | JG | |
| d) Registration Authority | MW | |
| 8. Confidential Business (Trustees only) | SS | |
| 9. Any Other Business | | |
| 10. Dates of Next Meetings – agreed dates for 2020 | | |
| • Wednesday 29 th January 2020 (optional) – University of Hertfordshire | | |
| • Thursday 23 rd April 2020 – University of Hertfordshire | | |
| • Thursday 16 th July 2020 – Keele University | | |

¹ **Declarations of interest;** Members are reminded that they are required to declare any personal interest, financial or otherwise, which they may have in relation before the Board for discussion and/or decision. Such a declaration may be made at the appropriate point during the meeting.