

NPMA LTD

A meeting of the Board of Directors will be held on 20th February 2017 at 1pm in Chelmsford, Essex

The Agenda will be as follows:

1.0 DECLARATION OF INTERESTS

1.1 To receive any declarations of interests. Chair

2.0 APOLOGIES

2.1 To receive any apologies. Chair

3.0 MINUTES OF THE PREVIOUS MEETING

3.1 To agree the minutes of the meeting held on 1st November 2016. **Schedule 1**
Board Secretary

4.0 MATTERS ARISING

4.1 To consider any other matters arising from the minutes of the meeting held on 1st November 2016. Chair

5.0 APPOINTMENTS & RESIGNATIONS

5.1 To note the retirement of Stephen Bennett from the Board as of 31st December 2016. Chair

5.2 To note the appointment of Paul Bogle to the Board as Director & Secretary effective from 3rd January 2017.

5.3 To note the appointment of Helen Valentine to the Board as a Director effective from 3rd January 2017.

6.0 MODERN SLAVERY STATEMENT

6.1 To note the implementation of the Modern Slavery Statement. **Schedule 2**
Chair

7.0 UPDATE ON HR MATTERS

7.1 To approve a report detailing the proposed changes for the range of NPMA employment policies. **Schedule 3**
Sandy Lynam

7.2 To approve changes to the terms and conditions of employment for two groups of staff following the 2016/17 review. **Schedule 4**
Sandy Lynam

8.0 ASBESTOS POLICY & MANAGEMENT PLAN

- 8.1 To Approve the Asbestos Policy & Asbestos Management Plan for 2016/17. **Schedule 5**
Sandy Lynam

9.0 FORECAST FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st JULY 2017

- 9.1 To note the forecast financial statements for the year ending 31st July 2017. **Schedule 6**
Stuart Powell

10. ANY OTHER BUSINESS

- 10.1 To consider any other business. Chair

11.0 DATE OF NEXT MEETING

- 11.1 To note the date of the next meeting of the Board is to take place on 18th May 2017 at 2pm in the Tindal Dining Room Chelmsford. Chair

Paul Bogle
Company Secretary
February 2017