

NPMA LTD

A meeting of the Board of Directors will be held on 4th November 2015 at 11am in Chelmsford, Essex.

The Agenda will be as follows:

1. DECLARATION OF INTERESTS

- 1.1 To receive any declarations of interests. Chair

2. APOLOGIES

- 2.1 To receive apologies for absence. Chair

3. MINUTES OF THE PREVIOUS MEETING

- 3.1 To agree the minutes of the meeting held on 23rd July 2015. **Schedule 1**
Board Secretary

4. MATTERS ARISING

- 4.1 To consider any other matters arising from the minutes of the meeting held on 23rd July 2015. Chair

5. MECHANICAL & ELECTRICAL REACTIVE MAINTENANCE CONTRACT & CLEANING CONTRACTS

- 5.1 To approve the signing of the contractual arrangements between NPMA and Galliford Try for Reactive Maintenance, ISS for cleaning in Cambridge and Wyclean for cleaning in Chelmsford. **Schedule 2**
Sandy Lynam

6. AUTOMATIC ENROLMENT

- 6.1 To note that the Directors approved the recommendation of option 3.2 in the report regarding automatic enrolment for NPMA staff via email on 14th October 2015. Chair

7.0 FINANCIAL STATEMENTS & ACCOUNTS FOR THE YEAR ENDED 31 JULY 2015

- 7.1 To approve the financial statements and accounts for the year ended 31st July 2015. **Schedule 3**
Phil Griffiths

8. ANY OTHER BUSINESS

8.1 To consider any other business.

Chair

9. DATE OF NEXT MEETING

Chair

9.1 To note the date of the next meeting of the Board is to take place on 18th February 2016 at 11am in the Tindal Dining Room Chelmsford.

S. G. Bennett
Company Secretary
October 2015