

## **NPMA LTD**

A meeting of the Board of Directors will be held on 13<sup>th</sup> February 2014 at 11.30am in the Tindal Dining Room, 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 23<sup>rd</sup> October 2013. **Schedule 1**  
Board Secretary

### **4. MATTERS ARISING**

- 4.1 To consider any other matters arising from the minutes of the meeting held on 23<sup>rd</sup> October 2013. Chair

### **5. POLICIES & PLANS**

- 5.1 To receive and approve new and revised policies and plans regarding engaging contractors and consultants policy, staff disciplinary and dismissal, employment of disabled people and asbestos management. **Schedule 2**  
Sandy Lynam

### **6. CAPITAL PROJECTS & MINOR WORKS**

- 6.1 To receive and note the progress made on the capital projects and minor works and to endorse the project team's engagement in the design and delivery of new and on-going works over £25,000 for ARU & BHP. **Schedule 3**  
Sandy Lynam

### **7. FORECAST FINANCIAL STATEMENTS & ACCOUNTS FOR THE YEAR ENDED 31 JULY 2014**

- 7.1 To receive the forecast financial statements and accounts for the year ended 31<sup>st</sup> July 2014. **Schedule 4**  
Phil Griffith

### **8. ANY OTHER BUSINESS**

- 8.1 To consider any other business. Chair

**9. DATE OF NEXT MEETING**

9.1 To note the date of the next meeting of the Board is to take place on  
2<sup>nd</sup> July 2014 at 10.00am in the Tindal Dining Room Chelmsford.

Chair

S. G. Bennett  
Company Secretary  
February 2014