

GREENFIELD VALLEY TRUST LTD.
MEETING OF TRUSTEES TO BE HELD AT
BASINGWERK HOUSE, GREENFIELD VALLEY
ON MONDAY 18 NOVEMBER 2019 COMMENCING AT 6.00 P.M.

AGENDA

1. Chairman's Announcements and Procedural

Welcome

2. Apologies

3. Declaration of Interests

To receive any declarations of interest from Trustees

4. Update on Engineering and Health and Safety Matters

Ruairí Barry Project Engineer, Flintshire County Council

5. Minutes

To receive the Minutes of the Ordinary Meeting of Trustees held on 16 September 2019. (Copies enclosed)

6. Matters Arising

Matters arising – to update any matters arising **not** otherwise on the agenda

7. Café Update

To receive a progress report

8. HLF Update

To receive a progress report

9. Progress Reports

To review progress on other matters appertaining to the work of the Valley:-

- (i) Operations and Site Management (herewith)
- (ii) Finance report (to follow)
- (iii) FCC Monies in Balance – priorities
- (iv) Representation by Trustees at other meetings any reports for information

10. Museum Accreditation

Report by the Museums Mentor (herewith)

11. Strategy for Greenfield Valley

Long term view point - Report by Brenda Harvey

12. Task and Finish Groups

(i) To review Groups and Memberships:
Current position

Sub-Group	Membership
Cafe	Conrad Jones/Claire Walker
Marketing Strategy/Policy	2 Vacancies or merge with Social Media Sub-Group below
Finance/Reserves	Mary Auty/
HLF	Mary Auty/
Business Plan	Mary Auty/Gwladys Harrison/Vacancy
Policy Review	2 Vacancies
Strategy (new)	Mary Auty/Brenda Harvey/ Conrad Jones
Social Media	2 Vacancies
Visitor Centre	Angharad Longely

(ii) To consider **any** Sub-Groups reports not already covered

13. Management Cycle of Business – Aide Memoir

September Review – events, café, standards, KPIs, policies
October Planning – new season, events, key projects, budget
January Programme agreement, budget set
March Delivery, progress reporting

14. Any Other Business

For **urgent** matters only which have been **agreed in advance** by the Chairman

15. Dates of Next Meetings

To note the calendar of meetings for the forthcoming year and make **suggested changes** as follows:-

2020

24 February

27 April **move to 4 May**

06 July Special

20 July **move to 21 July**

AGM

06 July 2020