



The Kent MS Therapy Centre  
 Bradbury House, Merton Lane (North)  
 Canterbury Kent CT4 7DZ

**Minutes of the Board of Trustees Meeting  
 held on Friday 19<sup>th</sup> January 2018**

**Administration**

**Present:**

**In attendance:**

**Apologies for absence:**

**AGENDA ITEM:**

**ACTION:**

**Minutes** of previous meeting held on 15<sup>th</sup> December 2017 have been approved.  
 Action points -

**MANAGERS' REPORTS**

**CEO**

**Financial Controller**

**Head of Fundraising**

**Support Manager**

**TRUSTEES' REPORTS**

**Chair**

**Vice-chair**

**Treasurer**

**Finance Trustee**

**Marketing & Publicity**

**Members' Trustees**

**Operations**

**Trustee David Bailey**

**STANDING ITEMS**

**Governance**

**Health & Safety**

**Risk**

<b>Strategy</b>	
<b>AOB:</b>	
Date and time of the next meeting: Friday February 23 <sup>rd</sup> 2018 08:00 Bradbury House	

These minutes were agreed to be a true reflection of events and signed by the Chair.

\_\_\_\_\_ Date \_\_\_\_\_