

IMPRESS

Board Meeting 19 Minute

14:00 – 16:15pm, Tuesday 11 October 2016
83 Victoria Street, London SW1H 0HW

Present: Walter Merricks (Chair), Deborah Arnott, Iain Christie, Martin Hickman, Emma Jones, David Robinson and Patrick Swaffer.

Also in attendance: Edward Procter, Jonathan Heawood and Lee Hall (minutes).

No.	Item
1.	<p><u>Procedures</u></p> <p>Apologies Maire Messenger-Davies sent her apologies.</p> <p>Declarations of Interest None.</p> <p>Minutes & Matters Arising The Board went through the action points from the previous Note.</p> <p><u>The Board approved the previous meeting's Minute.</u></p> <p><u>The Board approved the previous meeting's Note.</u></p>
2.	<p><u>Information</u></p> <p>2.1 Internal Report September 2016</p> <p><u>PRP</u> The Board discussed the upcoming PRP meeting.</p> <p>LH to circulate the PRP annual report when it is released on Thursday.</p>

No.	Item
	<p><u>Code</u> The Board felt that the Code Consultation has been a commendably thorough process with very committed committee members. This should result in a high calibre Code. Important organisations made high quality responses to the consultation.</p> <p><u>Strategy Day</u> The next Board meeting will be another Strategy Day.</p> <p>2.2 IMPRESS External Report August 2016 The Board are happy with the updated format of this report.</p>
3.	<p><u>Finance & Risk</u></p> <p>Finance Reports The Board considered the quarterly financial reports.</p> <p>Risk register The Board considered the latest Risk Register.</p>
4.	<p><u>Annual Accounts 2015-16</u></p> <p>Going Concern <u>The Board resolved that IMPRESS is a Going Concern.</u></p> <p>Annual Accounts <u>The Board resolved to approve the 2015-16 set of accounts.</u></p> <p><u>The Board resolved to sign the letter of representation to our audit firm.</u></p>
9	<p><u>Any Other Business</u> None.</p>
	<p><u>Next Board meeting: 15th November 2016 Strategy Day at St Bride Foundation.</u></p>