

Circulation:

Board Members
All Cycling UK Trustees

HQ Staff
Paul Tuohy
Carol McKinley
Matt Mallinder
Sue Cherry (Minutes Sec)

Consultant
Carole Claridge

1. **Chair's Communications**
2. **Apologies for Absence**
3. **Declarations of 'Conflicts of Interest'**
4. **Governance Transition Plan**
 - (a) **Sub committee's Terms of Reference:**
 - i) Nominations Committee
 - ii) Audit Committee
 - iii) Finance and Performance Committee
 - iv) Remunerations Committee
 - (b) **Trustee Job Descriptions:**
 - i) Chair of the Board
 - ii) Vice Chair
 - iii) Trustee
 - iv) Senior Independent Trustee
 - (c) **Board Appraisal Process**
 - (d) **Trustee Application Pack**
 - (e) **Governance Transition and Monitoring sheet**
 - (f) **Nominations Committee Membership**
 - (g) **Recruitment Timetable**
 - (h) **Draft Calendar**

5. Dates for 2016 Board of Trustees meetings:

The Board are invited to note the dates for the next meetings.

Saturday 23rd July

Saturday 22nd October

Finish at approximately 1.00pm followed by lunch and the final Strategy & Policy Committee meeting at 2.00pm.