

## Agenda and decisions record

Meeting Board meeting  
 Date 31 May 2019  
 Time 1000-1300  
 Location Chilcomb House, Winchester

Attendees Trustees – Alan Lovell (Chair), Emma Back, Rachel Bebb, Peter Cardy, Yinnon Ezra, Cllr Roy Perry and James Winkworth  
 Paul Sapwell – Chief Executive  
 Jane Baker – Director of Marketing & Fundraising  
 Eva Dixon – Finance Director  
 Fiona Graham – Director for People  
 Rebekah Waite – Head of Culture Hubs  
 Jaane Rowehl – Head of Programming (item 12)  
 Cathy Hakes – Museum Director (items 13)  
 Victoria Donkin – Minutes

Apologies Trustees – Robert Boyle and Mike Southgate  
 Observers – Cllr Rob Humby (WCC) and Seán Woodward (HCC)

	Item
1.	Welcome and apologies
2.	Declaration of Interests
3.	To note the resignation and appointment of Board members <i>For noting</i>
4.	Minutes from the meeting on 22 February 2019 and matters arising <b>For decision:</b> The Board approved the minutes.
5.	Chief Exec Report <ul style="list-style-type: none"> <li>• Executive update</li> <li>• Performance management dashboard</li> <li>• Health and Safety, and Safeguarding Report</li> </ul> <i>For noting</i>
6.	Finance Report <ul style="list-style-type: none"> <li>• Update from FIAC Chair</li> <li>• Q4 Management Accounts</li> </ul>

	<ul style="list-style-type: none"> <li>• Draft Year End Statutory Accounts</li> </ul> <p><i>For noting</i></p>
7.	<p>Scheme of Delegation</p> <p><b>For decision:</b> The Board approved the Scheme of Delegation, subject to minor amendments.</p>
8.	<p>Safeguarding of vulnerable persons policy</p> <p><b>For decision:</b> The Board approved the policy, subject to minor amendments.</p>
9.	<p>Policy approval</p> <ul style="list-style-type: none"> <li>• Updated Ethical Fundraising policy</li> </ul> <p><b>For decision:</b> The Board approved the updated policy, subject to minor amendments.</p> <ul style="list-style-type: none"> <li>• Conflict of interests policy</li> </ul> <p><b>For decision:</b> The Board approved the updated policy, subject to minor amendments.</p> <ul style="list-style-type: none"> <li>• Updated GDPR policy</li> </ul> <p><b>For decision:</b> The Board approved the updated policy, subject to minor amendments.</p>
10.	<p>Community museum investments</p> <p><i>For noting</i></p>
11.	<p>Gosport Old Grammar School investment</p> <p><b>For decision:</b> The Board gave their approval to the requested next steps.</p>
12.	<p>Collections and Acquisitions process</p> <p><b>For decision:</b> The Board approved the revised process.</p>
13.	<p>Milestones: update and investment proposal</p> <p><b>For decision:</b> The Board approved a £170K investment in the museum.</p>
14.	<p>Sub-committee and group updates</p> <p><i>For noting</i></p>
15.	<p>AOB</p>