



<b>2</b>	<b>Apologies</b> none	
<b>3</b>	<b>Conflicts of Interest:</b> no additional interests were declared.	
<b>4</b>	<b>Previous minutes</b> of the 11 December were accepted.	
<b>5</b>	<b>Action Tracker / Matters arising</b>	
5.1	18.05 Trading Arm. ME reported that Bishop Fleming have confirmed we do need a formal agreement, but he is still to contact Wolfestans for a draft. ME pointed out that regardless of any change in relationship with Pool the auditors will want to see something at year end.	
5.2	18.08 Due Diligence document. Currently we have a v	



	<p>He stressed the importance of ensuring there was minimal duplication of files between governance and management team drives, and ensuring governance could access the most upto date version of key documents when required. Trustees approved the proposal.</p>	<p>JA</p>
<p><b>14</b> 14.1</p>	<p><b>AOB</b> NGA membership for each LGB. KB explained it is each LGB's decision whether to retain their annual subscription. The Trust has paid for GOLD level membership so Standard membership is recommended. JA to send reminder</p>	