

THE BOOKHAMS RESIDENTS' ASSOCIATION
DIRECTORS' MEETING

29th June 2016

AGENDA

1. Chairman's Welcome
2. Review of Legal & Compliance Responsibilities
 - (1) Directors' Duties
 - (2) Directors' Addresses
 - (3) Returns to Companies House
 - (4) Returns to HMRC
3. Banking & Finance
 - (1) Bank Accounts & Signatories
 - (2) Accounts for 2016
 - (3) Appointment of Auditor / Independent Examiner
4. Responsibility for Decisions at Committee Meetings
5. Appointment of Additional Directors
6. Project Updates & Issues
7. Any Other Business

The Bookhams Residents' Association is a Company Limited by Guarantee

Company Number: 10053863

