

Morning:

1. Apologies :
2. Approval of minutes from previous Board meeting
3. Matters arising from minutes
4. Financial report
5. EO report
6. Sub group reports
 - a. Conference 2009
 - b. Membership & Local Groups
 - c. Website
 - d. Personnel
 - e. CarbonLite
 - f. Sussed
 - g. P.R.
7. Green Building Press – renewal of contract
8. AECB Water Standard – report and brief discussion
9. Annual Report
10. Green Guide Critiques - AECB support for GHA led proposal
11. Ecobuild - update on AECB/Ecobuild plans 2009/10
12. CLP PH/Gold details guidance issues

Afternoon:

13. Budgets
14. AECB Development Plan
15. CLP Development
16. Any other business
17. Date and venue for next meeting.

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Travelling expenses claim form

Name

Address

.....

.....

.....

*I hereby claim travelling expenses for the meeting held on when I travelled by * car (40p per mile paid) (.....miles in total) to and from (venue of meeting etc) / public transport (please enclose receipts).*

Signed Dated

* Delete as necessary.

If you are claiming travelling expenses, please ensure you return this slip to Sally at the office as soon as possible after the meeting (please remember that claims must be made within 3 months).