

UK Board Meeting Agenda Template

Organization Name: [Insert Name]

Date: [Insert Date]

Time: [Insert Start - End Time]

Location: [Insert Address or Virtual Meeting Link]

Meeting Chair: [Insert Name]

1. Welcome and Apologies
2. Declaration of Interests
3. Approval of Previous Minutes
4. Matters Arising
5. Chair's Report
6. CEO/Executive Report
7. Financial Report and Budget Review
8. Compliance and Risk Update
9. Strategic Discussion Items
10. Decisions and Resolutions
11. Any Other Business (AOB)
12. Schedule Next Meeting
13. Adjournment