

	<p>Meeting: South East Independent Living Board of Directors (Company No. 08710235)</p> <p>Date: 11th March 2021</p> <p>Venue: Virtual (due to COVID-19)</p> <p>Start: 2.00 pm</p> <p>Board of Directors</p> <p>Present: Board Directors: Mary Hope (MH) (Chair) Roger Eastwood (RE) Sheilah Roberts (SR) for Eastbourne Homes Limited</p> <p>In Attendance: Staff Andrew Clarke, Deputy Chief Finance Officer (AC) Ian Fitzpatrick, Managing Director, (IF) Gary Hall, Head of Homes First (GH) Homira Javadi, Chief Finance Officer (HJ) Paul Jemetta, Finance Business Partner (PJ) Paula Leighton, STEPS Service Manager (PL) Jane McCarthy-Penman, Company Secretary (JMP) Ola Owolabi, Deputy Chief Finance Officer (OO) Tim Whelan, Director of Service Delivery (TW)</p>	
Item	PROCEDURAL MATTERS	ACTION
1.	<p>Apologies for Absence</p> <p>None</p>	Noted
2.	<p>Declarations of Interest</p> <p>In accordance with Section 177 of the Companies Act 2006 and the Articles of Association of the Company, Directors declared their interests as set out below:</p> <p>Mary Hope</p> <ul style="list-style-type: none"> • Board Director of Eastbourne Homes Limited • Caseworker, Wealden CAB • Board Director and Chair, Sussex Housing and Care <p>Roger Eastwood</p> <ul style="list-style-type: none"> • Board Director of Eastbourne Homes Limited • Board Director and Chair at South Essex Homes Limited • Board Director at Eastbourne Housing Investment Company Limited • Board Member – National Federation of ALMOs <p>Sheilah Roberts</p> <ul style="list-style-type: none"> • Board Director of Eastbourne Homes Limited 	

3.	Minutes of Previous Meeting of the 17th December 2020 Agreed.	Noted
4.	Matters Arising None.	Noted
5.	Draft Budget 2021/22 Q3 Financial Performance Report Draft Annual Report & Accounts Budget This report set out the first draft 2021/22 Budget for the company. A detailed budget schedule was provided to the Board. The budget had been prepared on the assumption that the company continues to trade on similar terms to the existing contract with East Sussex County Council (ESCC) throughout 2021/22. However, it was noted that the contract will be retendered during the year and the scope and nature of the work undertaken by the company could change. Q3 Financial Performance The Board noted the forecast outturn. It was noted that the Winter Warmth grant had not been included in the annual budget process each year as it was not guaranteed. Savings on payroll and staff travel were noted. Annual Accounts The Board noted the draft accounts and the unmodified Audit opinion. The Board agreed, subject to checking pages 4 and 9 re 'tone', that they were happy to sign the accounts off, for submission to RSM, External Auditors, and then on to Companies House. Given due regard to Duty 2, Section 172 CA (06) Recommendation and Resolution by the Board: The Board <ul style="list-style-type: none"> • Approved the draft budget for the year ended 31 March 2022 • Agreed to sign off the Financial Statements for year ended 31st March 2020 	Complete
6.	STEPS Update, Q3, 2020/21 <i>'Confidential – not for publication'</i>	

7.	Any Other Business None.	
Meeting closed at 2.49 pm		

Signed: _____ **Position:** _____

Dated: _____