



Minutes of the REA Board of Trustees Meeting – 11:00-1300, 24 January 2025 held at 5 Marble Arch, London

Chair: Alastair Dickinson, President REA

1. Welcome and Introductions

- The meeting was called to order by Alastair Dickinson.

2. Attendance

- The following members were present: Alastair Dickinson, Matt Baseley, Mark Ruddy, Ken Kirk, Colin Basnett, Jeffrey Jupp, Claire James, Richard Hawkins, Spencer Eardley.
- Apologies were received from Mark Lancaster, Martin Heffer, and Ian Sidebottom.

3. Conflicts of Interest

- No conflicts of interest were raised by any of the attendees.

4. Approval of Meeting Minutes

- The minutes of the previous meeting were unanimously approved with no amendments.

5. Matters Arising

- There were no matters arising from the minutes of the 20 September 2025 meeting.
- The CEO reviewed the list of actions from the previous meeting, confirming that all tasks had been completed.

6. Risk Register

- A proposal was made to invite external scrutiny of the Risk Register and set a program of Board Reviews considering 2-3 items of the Risk Register at each board meeting.
- Comments from Martin Heffer included the importance of sustaining REA as a 'great place to work' and recognising the specific risk of Cyber Crime in addition to Fraud.

7. Safeguarding Policy

- The Safeguarding Policy was approved, with a suggestion to consider the risk of unintentional or indirect harm caused by abuse related to a protected characteristic.

8. Reports

- **CEO/Operations Director:** A new Dashboard is being created for 2025 to compare data with previous years and months.
- **Financial Report:** Investments and cash flow were reviewed, and the purchase of property is in progress.
- **Committee Reports and Updates:**
 - **Benevolence Committee:** Increase in demand and complexity of cases.
 - **Management Committee:** Proposal to merge the Management and Recruitment committees.
 - **Recruitment Committee:** Focus on active and invested members.
 - **Fundraising:** Progress in developing strategy and increasing visibility.

9. Strategy 2026-2030

- Preparation for strategy day on 2 April 2025.
- Review of progress against the current strategy, with a focus on digital transformation, membership engagement, and data-driven decision-making.

10. Closing

- Proposed dates for future meetings and strategy sessions were discussed.
- No additional business was raised during the meeting.

Action Points

Serial	Action	Description	Responsible	Date
1	Governance and admin	Follow up on the letter regarding flights, complete dashboard updates, and prepare for strategy day.	Ken Kirk	02-Apr-25
2	Risk Assessment	review with outside consultant Dave Ellison	Ken Kirk	01-Mar-25
3	Safeguarding Policy	Finalise and implement, including DBS checks and training.	REA HQ	02-Apr-25
4	Dashboard reporting	Improve accuracy and real-time updates	REA HQ	02-Apr-25
5	Financial Review	Address interest rates and investment returns	REA HQ	02-Apr-25
6	Benevolence	Ensure timely grant disbursements and follow-ups	REA HQ	02-Apr-25
7	Committees	Merge management and recruitment committees	REA HQ	02-Apr-25
8	Fundraising	Develop new avenues and enhance marketing efforts	REA HQ	02-Apr-25
9	Strategy Preparation	Collect data and engage in strategic planning	REA HQ	02-Apr-25
10	Meeting Dates	confirm dates for AGM and explore alternative venue and date	REA HQ	08-Feb-25