

DATE: Wednesday February 19, 2020
RE: ASFM Finance & Risk sub-committee ACTIONS

Present: Christine, Alex, Joy, Sabine & Michelle
Apologies:

ACTION ITEMS

Who	What	When
Michelle	Forward final ToFR to Christine	asap
Christine	<ol style="list-style-type: none"> 1. Categorise the Risk Register under the following headings; <ul style="list-style-type: none"> Operational Financial Reputational Environmental 2. Grade each Risk using the table Alex emailed through. 	Include in March Committee meeting papers
Christine	Add and rate the following risks to the Risk Register; <ol style="list-style-type: none"> 1. Stallholder Numbers 2. Stallholder site licence agreements 3. Website Automatic payment renewals 	
Christine	Include Policy Calendar in meeting papers	March Committee meeting

Next Meeting: April 15, 2020 – 4pm

Apologies: