

**BARBRI GLOBAL LIMITED**

**Company No. 13733203**

**(the "Company")**

**Summary of the second meeting of the Board of Directors of the Company held on 15 November  
2022 via Microsoft Teams**

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<b>Present:</b>	Stephen Fredette	(In the <b>Chair</b> )
	Mike Sims Dan Wilson Lucie Allen Sarah Hutchinson	Via Video Conferencing

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**In Attendance:**

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**1. QUORUM**

The chairperson reported that notice of the meeting had been given in accordance with the articles of association of the Company (the "**Articles**"). A quorum being present, the chairperson declared the meeting open.

**2. APPROVAL OF PRIOR MINUTES**

2.1 A draft of the minutes of the board meeting held on 15 November 2022 was produced to the meeting. It was unanimously agreed to approve this draft without amendment and the chair was authorised to sign them as a complete record of the relevant meeting.

**3. DECLARATION OF INTERESTS IN PROPOSED TRANSACTION OR ARRANGEMENT WITH THE COMPANY**

3.1 None of the directors present declared that they were directly or indirectly interested in the business to be transacted at the Meeting.

**3.2 PURPOSE**

3.3 The chair reported that this was an ordinary quarterly meeting of the board to discuss the day-to-day management of the Company.

3.4 The directors noted that they were aware of the need to consider their general duties including those set out in the Companies Act 2006 ("**CA 2006**") and, in particular, their duty to promote the success of the Company for the benefit of its members.

**4. BUSINESS OF THE MEETING**

4.1 The Chair reported that this was an ordinary quarterly meeting of the board to discuss the day to day operation of the Company.

4.2 The business of the meeting was to consider, review and receive quarterly updates on the following matters:

- 4.2.1 the Company's activities and performance since the last meeting;
- 4.2.2 the outlook for the Company's business and strategic matters;
- 4.2.3 the Company's financial position including the Company's performance against budget;
- 4.2.4 the risks for and management of the Company; and
- 4.2.5 the specific items listed below were further discussed.

<b>ITEMS</b>
1. Discussions of the assessment of the directors and their skills matrix,
2. Discussions regarding the new student facing policies and procedures
4. Review and discussion of the 2022 BGL Objectives
3. Discussions regarding the creation of the student advisory board

In relation to each matter, the directors asked several questions to which a discussion ensued. All matters requiring follow up were noted.

#### **5. DOCUMENTS PRODUCED TO THE MEETING**

- 5.1 Policy Action Plan
- 5.2 Access and Participation Statement
- 5.3 Quality Plan
- 5.4 Admission Statement
- 5.5 Course Termination
- 5.6 Student Code of Conduct
- 5.7 Student Misconduct and Disciplinary Policy
- 5.8 Bullying and Harassment policy and Procedure
- 5.9 Diversity and Inclusion Policy
- 5.10 Data Protection Policy
- 5.11 Employee GDPR Email Disclosure
- 5.12 Student Declaration of Consent

#### **6. RESOLUTIONS**

After consideration of the matters referred to in section 172(1) of the Companies Act 2006, IT WAS RESOLVED:

	ACTIONS
1. THE REMOVAL OF CHRISTINE WANG, AS A DIRECTOR IN ACCORDANCE WITH ARTICLE 30.1.2 OF THE CURRENT ARTICLES OF ASSOCIATION,	
2. THE APPROVAL OF THE POLICY ACTION PLAN,	
3. THE APPROVAL OF THE ACCESS AND PARTICIPATION STATEMENT,	
4. THE APPROVAL OF THE QUALITY PLAN,	
5. THE APPROVAL OF THE ADMISSION STATEMENT,	
6. THE APPROVAL OF THE COURSE TERMINATION,	
7. THE APPROVAL OF THE STUDENT CODE OF CONDUCT,	
8. THE APPROVAL OF THE STUDENT MISCONDUCT AND DISCIPLINARY POLICY,	
9. THE APPROVAL OF THE BULLYING AND HARASSMENT POLICY AND PROCEDURE,	
10. THE APPROVAL OF THE DIVERSITY AND INCLUSION POLICY,	
11. THE APPROVAL OF DATA PROTECTION POLICY ON BEHALF OF COMPANY,	
12. THE APPROVAL OF EMPLOYEE GDPR EMAIL DISCLOSURE, I	
13. THE APPROVAL OF STUDENT DECLARATION OF CONSENT,	

7. **FILINGS**

The company secretary was then instructed to make the necessary filings at Companies House.

8. **CLOSE**

There being no further business, the meeting closed.

  
 CHAIRPERSON