

Meeting of the Board

By Video/telephone conference

Live stream on YouTube: <https://bit.ly/3dbH2AW>

Thursday 21 January 2021 7.00pm

Agenda

1. Apologies for absence
2. Chair's Announcements
 - GDPR training 2 February 2021 7pm
 - Governance Committee meeting now 4 February 2021 7pm
 - Land Management Plan Workshop 18 February 7pm
3. Declarations of Interest
4. Public comments
5. To confirm the Minutes of the Board meetings held on 12 November 2020 pages 1 – 8
Confidential pages 1 - 2
6. Matters arising
 - From the previous Board meetings not otherwise on the agenda
 - Stowe Lane
 - Brockhill Road
 - District Council's offer to assist the Trust with prosecutions
7. Amendment to standing orders page 9 Paper A
8. Code of Conduct
 - To discuss and consider whether trustees who have declined to sign the Malvern Hills Trust Code of Conduct for trustees should be included on Governance Committee or the Disciplinary Committee
9. Committee appointments
 - a. Governance
 - b. Ellie Chowns to be appointed to LMC
 - c. Appointment of a Board member to Disciplinary Committee to fill the vacancy left by the resignation of Martin Cordey
10. **Land Management Committee**
 - 10.1 To confirm the accuracy of the minutes of the meeting held 03.12.2020
pages 10 - 13
 - 10.2 Chair of Committee to present the minutes and matters arising since the meeting
 - 10.3 Board to adopt the minutes (Approval of budget at agenda item 12)

11. Finance Administration and Resources Committee

11.1 To confirm the accuracy of the minutes of the meeting held 10.12.2020

pages 14 – 18

Confidential page 3

11.2 Chair of Committee to present the minutes and matters arising since the meeting

11.3 Board to adopt the minutes (Approval of budget and levy at agenda item 12)

12. To approve the budget and set the levy for 2021/22

pages 19 - 24 Paper B

13. Expenditure under delegated authority

pages 25, 26 Paper C

14. Staffing Committee

14.1 To confirm the accuracy of the minutes of the meeting held 07.01.2020

pages 27 - 30

Confidential page 4

14.2 Chair of Committee to present the minutes and matters arising since the meeting

14.3 Board to adopt the recommendations set in the minutes and to adopt the minutes

Item 9

That the Board resolve:

- i. the carry forward provisions for staff annual leave in the Employee Handbook be amended to add 'to allow all untaken annual leave (including bank holidays) as at 31st March 2021 to be carried forward and used before 31st March 2023',
- ii. the carry forward provisions for TOIL in the Employee Handbook be amended to add– 'that TOIL balances outstanding at 31st March 2021 can be carried forward, to be used before 31st March 2023'.

Item 10

That the Board resolve:

- i. to approve the draft Equality and Diversity and Staff at Confidential Meetings Policies, subject to one amendment to the Staff at Confidential Meetings Policy namely that the Finance and Administration Manager be added to the words in brackets in line 8, and to recommend their approval by the Board and
- ii. to refer the Equality and Diversity Policy back to the Staffing Committee in order that the Committee may review how it was being implemented in practice

15. Covid Contingency Committee

To approve the minutes of the meeting held on 8 January 2021

pages 31, 32

16. LGPS discretions policy

pages 33, 34 Paper D

17. Approval of budget for additional tree safety works

pages 35 – 37 Paper E

18. To approve payment of the cost of hedgelaying from gift fund.

pages 38 Paper F

19. Update on Governance changes

Verbal Update

20. Urgent Business

21. Information

21.1 Malvern Spa Association

Verbal Update

21.2 AONB Joint Advisory Committee

pages 39 - 46

21.3	Wildlife Panel	No meeting has been held
21.4	Recreation Advisory Panel	No meeting has been held
21.5	4Cs	No meeting has been held
21.6	Management Report	pages 47 - 49

22. Next meeting: 11 March 2021 (by video conference)

23. Confidential business

Resolution to exclude the public for discussion of item 24 on the agenda on the grounds that publicity would be prejudicial to the public interest by reason of the exempt or confidential nature of the business to be transacted (Legal/personnel matters).

CONFIDENTIAL

24. Ad Hoc Committee

To discuss the process for receiving the independent report and dealing with the recommendations