

Ordinary Meeting of the Board

Council Chamber, Avenue Road, WR14 3AF

Thursday 20 January 2022 7pm

Due to the high numbers of Covid-19 cases, a pre-meeting workshop will be streamed live on YouTube: <https://bit.ly/3dbH2AW> on Tuesday 18 January 2022 at 18.30. This is to enable trustees to conduct any preliminary discussions and to raise any questions they may have on items on the agenda. Items marked * are for information only and will be discussed at the workshop and not at the meeting.

If you plan to attend please read the notice at the foot of the agenda.

Agenda

1. Apologies for absence
2. Chair's Announcements
3. Declarations of Interest
4. Public Comments
5. * Any issues arising from the Brewin Dolphin Investment report
6. To confirm the Minutes of the Board meetings held on 11 November 2021
Pages 1 - 10
7. Matters arising from the previous Board meetings not otherwise on the agenda
8. Committee appointments
To appoint Paul Clayburn to Land Management Committee
9. **Land Management Committee**
 - 9.1 To confirm the accuracy of the minutes of the meeting held 02.12.2021
Pages 11 - 16
 - 9.2 Chair of Committee - updates and questions
 - 9.3 Board to adopt the minutes
10. **Staffing Committee**
 - 10.1 To confirm the accuracy of the minutes of the meeting held 07.12.2021
Pages 17 - 23
 - 10.2 Chair of Committee - updates and questions
 - 10.3 Board to adopt the minutes and the resolution set out below

Agenda item 9 Abusive, Persistent or Vexatious Complainants Policy
To adopt the revised policy

Agenda item 10 Bullying and Harassment Policy
To adopt the revised policy

Agenda item 14 Estate Supervisor post
To extend the duration of the temporary Estate Supervisor post for 6 months to 21 September 2022.
11. **Finance Resources and Administration Committee**
 - 11.1 To confirm the accuracy of the minutes of the meeting held 09.12.2021
Pages 24 - 30
 - 11.2 Chair of Committee - updates and questions
 - 11.3 Board to adopt the minutes
12. To approve the budget and set the levy for 2022/23
Paper B Page 31 & budget pages 1- 6

13. Appoint replacement nominated contact Paper C Page 32
14. Conduct of Trust business whilst Covid 19 infections remain high
Paper D page 33 – 35
15. *Update on notice served under The Private Water Supplies (England) Regulations 2016 Verbal update
16. Repairs to bridge Hancocks Lane – authorization of unbudgeted expenditure (no details available to date)
17. To agree response to letter from Charity Commission dated 5 January 2022
18. *Information
- | | | |
|------|-------------------------------|------------------|
| 15.1 | Malvern Spa Association | Verbal update |
| 15.2 | AONB Joint Advisory Committee | Minutes herewith |
| 15.3 | Wildlife Panel | No meeting |
| 15.4 | Recreation Advisory Panel | Page 36 |
| 15.5 | 4 Cs | Pages 37 - 40 |
| 15.6 | Management Report | Pages 41 - 43 |
17. Urgent business
18. Date of next meeting
19. 10 March 2022
20. Confidential business
- Resolution to exclude the public for discussion of item 21 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 (Personnel matter).
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CONFIDENTIAL

21. Secretary to the Board's hours Paper E

Please take a lateral flow test prior to the meeting and do not attend if it shows a positive result.

If you or anyone in your household/bubble has experienced any Covid symptoms in the last 7 days, please do NOT attend this meeting. Delta & Omicron variant symptoms are commonly runny nose, sore throat, headache, fatigue and sneezing and not necessarily a cough, fever or loss of sense of taste or smell.

There are currently very high numbers of Covid cases and it is clear that notwithstanding vaccination, people can still catch the virus. Each venue is risk assessed by the Trust and is allocated a maximum capacity so that a minimum distance can be maintained between attendees. Once the capacity for the venue has been reached, in order to keep attendees safe, no further people will be admitted. If you attend the meeting you must wear a face mask unless medically exempt.

Anyone (other than trustees) who wishes to attend must apply in writing to cindy@malvern hills.org.uk (or write to Mrs L Parish at the Trust's office), giving their name, E-mail address and contact number. Places will be allocated on a first come first served basis. Cindy will confirm whether there is a place available.

If you turn up at the meeting without pre-booking you risk not being admitted.