

Annual Meeting of the Board

Council Chamber, Avenue Road, Malvern

Thursday 8 November 2018 7:00 pm (or upon conclusion of the Precept Payers' meeting)

Agenda

David Butler of Bishop Fleming will attend to answer any questions on the Audit Findings Report

1. Election of Chair Pages i, ii
2. Election of Vice-Chair Pages iii - iv
3. Apologies for absence
4. Chair's Report for 2017/18
5. Chair's Announcements
6. Declarations of Interest
7. Public Questions
8. Consideration of the Audit Findings Report (See FAR papers 10 August 2017)
VERBAL REPORT
9. To authorise signing of the Letter of Confirmation to Bishop Fleming Pages 1, 2
10. To approve Schedule of Risk Paper A (Separate bundle)
11. Appointment of Committees
 - Land Management
 - Finance Administration and Resources
 - Governance
 - Staffing
 - Appointment of Board members to external bodies
 - 4Cs (2 representative)
 - Recreation Advisory Panel (4 representatives)
 - Wildlife Panel (4 representatives)
 - AONB
 - Malvern Spa Association
12. To confirm the Minutes of the Board meeting held on 13.09.2018 Pages 3 – 11
Confidential pages 1
13. Matters arising from the previous Board meetings not otherwise on the agenda
14. **Staffing Committee**
 - 14.1 To confirm the accuracy of the report of the meeting held 4.10.2018
Pages 12 - 14
Confidential section Pages 2, 3
 - 14.2 Chair of Committee to present the minutes and matters arising
 - 14.3 Adoption of minutes and resolutions to be taken in confidential session
15. **Governance Committee**
 - 15.1 To confirm the accuracy of the minutes of the meeting held 10.10.2018
Pages 15,16
 - 15.2 Chair of Committee to present the minutes and matters arising
 - 15.3 Board to adopt the minutes (Recommendation as agenda item 10)
16. **Land Management Committee**
 - 16.1 To confirm the accuracy of the minutes of the meeting held 11.10.2018
Pages 17 - 23
 - 16.2 Chair of Committee to present the minutes and matters arising

- 16.3 Board to adopt the recommendations set out below and to adopt the minutes:

Stowe Lane

8.1 On the basis that the track had already been tarmacked, the application to resurface with tarmac be approved, on condition that the owner of the Hall enters into a deed of easement which sets out the dimensions of the easement and that the responsibility for maintenance lies with the owner of the Hall.

If that condition cannot be fulfilled, then the Board give consent to patch fill the pot holes with tarmac.

8.2 Brockhill Road

- a) To permit the top 20m of Brockhill Road from the junction with West Malvern Road to be re-tarmacked using a non-slip surface. (subject as below)
- b) To consent to the use of a hard surface treatment over the remainder of the track on MHT land on condition that if tarmac is used, the residents must apply for s 38 Commons Act consent.
- c) Such consent to tarmac also to be conditional upon the applicant putting forward acceptable proposals for a binding legal agreement for the future maintenance of the surfaces and upon providing to the Trust for agreement by the CEO and the officers, detailed proposals for passing places, drainage and other associated works.

10. Easement policy

See separate agenda item

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| 17. Revision of easement policy | Draft attached pages 34 - 45 |
| 18. Charity Commission Scheme | Verbal Update |
| Update on progress | |
| Monitoring Group report | |
| 19. Urgent Business | |
| 20. Information | |
| 19.1 Malvern Spa Association | No report |
| 19.2 AONB Joint Advisory Committee | Page 24 |
| 19.3 Wildlife Panel | No meeting has taken place |
| 19.4 Recreation Advisory Panel | Pages 25 - 29 |
| 19.5 Management Report | Pages 30 - 33 |

21. Items for future consideration

22. CONFIDENTIAL ITEM

Resolution to exclude the public for discussion of item 22 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 (staffing matter).

CONFIDENTIAL

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| 22. Staffing Committee recommendation – see note in papers | |
| 23. Land Purchase(s) | Verbal update |