

Meeting of the Finance, Administration and Resources Committee
Manor Park Sports Club, Albert Road North, Malvern WR14 2TL
Thursday 8th December 2022 at 7:00 pm

Members: Mr D Core, Mr M Davies, Mr D Fellows, Mrs L Hodgson, Mr C Penn, Prof J Raine, Mr D Watkins.

Ian Burrows Brewin Dolphin will be in attendance for item 8 & 9

Agenda

1. Appointment of Chair i - ii
 2. Appointment of Vice-Chair iii - iv
 3. Apologies for Absence
 4. Chair's Communications
Carol concert, Little Malvern Priory, Friday 16 December 7.30pm
 5. Declarations of Interest
 6. Public comments
 7. Matters arising from previous meeting 6th June 2022 not otherwise on agenda
 8. Investment Report CONFIDENTIAL Paper H
 9. Investment risk categories Paper A
 10. LGPS Pension Fund actuarial review verbal update
 11. Management accounts for the 6 months ended 30th September 2022 Paper B
 12. To approve General Fund budget and propose the Levy for the year ending 31st March 2024 Paper C
 13. Reports for information
 - 13.1 Car park takings Paper D
 - 13.2 Review of major projects (Including Land Management) Paper E
 - 13.3 GDPR - Review of data breach log Verbal update
 - 13.4 Red flag items off risk schedule Verbal update
 - 13.5 Exercise delegated expenditure powers Paper F
 - 13.6 Property – Manor House refurbishment Verbal update
 14. Urgent business+
 15. Date and time of next meeting
8 June 2023
 16. Confidential item
Resolution to exclude the public for discussion of item 17 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 (commercially sensitive matter).
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17. Review of major contracts Paper G

Following the Government announcement 'Living with COVID-19', it remains the responsibility of employers and organisations to put arrangements in place to try to reduce the spread of infection at meetings and events. Malvern Hills Trust, having assessed the risks of face-to-face meetings, will continue to take measures to keep everyone as safe as possible.

If you or anyone in your household has experienced any Covid symptoms in the last 7 days, please do not attend this meeting unless you have a negative lateral flow test result on the day of the meeting. The Government has updated the list of symptoms and the most common are now runny nose, sore throat, headache, fatigue and sneezing and not necessarily a cough, fever or loss of sense of taste or smell.

As cases remain high, when attending meetings please:

- Continue to wear a face covering once inside unless you are exempt from doing so (or when speaking).
- Use the hand sanitiser provided when you enter and leave the building
- Seats will be placed socially distanced within the venue - please don't move the chairs closer to others unless you have checked that they are happy for you to do so
- Avoid congregating in car parking areas, or whilst waiting to enter the building
- Once the meeting is over, please leave the building - if you want to chat it is safer to do it in the open air

If you are not a member of the Finance Administration and Resources Committee and wish to attend the meeting, please notify the office in writing (cindy@malvern hills.org.uk or write to Mrs L Parish at the Trust's office), giving your 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. Once the capacity for the venue has been reached, in order to keep attendees safe, no further people will be admitted.