Malvern Hills Trust

Ordinary Meeting of the Board

Hampton Suite, Colwall Park Hotel, Colwall, Malvern WR13 6QG

Thursday 11 September 2025 at 7 pm

Agenda

Introduction

1. Apologies for absence
2. Chair's Announcements
   2.1. Welcome to new trustee
3. Declarations of Interest
4. Public Comments

Confirmation of Previous Board Meeting

5. To confirm the Minutes of the Ordinary Board meeting held on 10 July 2025 and the Special Board meeting held on 3 July 2025

   Pages 5-16

   Confidential pages 2-15

6. Matters arising from the previous Board meetings not otherwise on the agenda
   6.1. Publication of trustee skills audits to all trustees

Items for Decision

7. **Committee appointments** for new trustees

8. To consider **requests for budgets** for:
   8.1. Purchase of a quad truck — **Paper A** Pages 17-19
   8.2. Cost of the by-election — **Paper B1** Page 20

   Paper B2 Confidential Page 16

9. **Management Accounts to 30 June 2025 and Reserves Review**

   Paper C Pages 21-31

   9.1. To authorise release of £3501 from the dog campaign to General Fund
   9.2. To authorise use of £2034 from unrestricted gift fund to pay for safety headsets

10. **Policy Review** — **Paper D** Pages 32-40
    10.1. To consider and approve a new Safeguarding Policy

11. **Urgent Business**

<u>Other Committee Business for Decision</u>

12. **Land Management Committee**
    - 12.1. Board to adopt the minutes of the meeting held on 26 June 2025

      Pages 41-46

      Confidential pages 17-18
    - 12.2. Chair of Committee - updates and questions
      - **12.2.1.** To note that there will be a workshop on the Land Management Plan on Thursday 2 October from 6 pm, followed by a meeting of the Land Management Committee, in the Guesten Room, Lyttelton Well.
    - 12.3. Resolutions recommended to Board *(none – adopted at 10 July meeting)*

13. **Staffing Committee**
    - 13.1. Board to adopt the minutes of the meeting held on 15 July 2025

      Pages 47-51
    - 13.2. Chair of Committee - updates and questions
    - 13.3. Resolutions recommended to Board (not otherwise on the agenda)
      - **13.3.1.** To approve the renamed and revised *Prevention of* Bullying & Harassment Policy (PBHP); and
      - **13.3.2.** To resolve that the CEO should **no**t automatically be one of the Staff Nominated Contacts under the PBHP, in order that they may remain impartial.
      - **13.3.3.** To approve the inclusion in the Staff Handbook of the updated version of the Whistleblowing Policy.

<u>Items for Information</u>

14. Malvern Hills Bill update
15. Red flags on the Risk Register
16. Outside Bodies – Reports

Wildlife Panel	Pages 52-55
Castlemorton Common Co-ordinating Committee (4Cs)	Pages 56-60
17. Dates of next meetings

    Risk Management Workshop —Thursday 18 September at 6 pm at Colwall Park Hotel

    Annual Meeting — Thursday 13 November at 7 pm at Colwall Park Hotel

Confidential items

Resolution to exclude the public for discussion of items 18-22 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 (matters relating to individuals/legal privilege).

CONFIDENTIAL

18. Matters arising from the confidential section of the previous Board meeting not otherwise on the agenda
19. Resolutions recommended to Board from confidential sections of committee meetings ***(none).***
20. Serious incident report - update on 2 May major incident
    Paper E Confidential Pages 19-31
21. CEO Salary Review
22. Malvern Hills Bill **Paper F** Confidential Pages 32-44