Malvern Hills Trust
Ordinary Meeting of the Board
Hampton Suite, Colwall Park Hotel, Colwall, Malvern WR13 6QG
Thursday 15 January 2026 at 7 pm

Agenda

Introduction

1. Apologies for absence
2. Chair's Announcements
3. Declarations of Interest
4. Public Comments

Confirmation of Previous Board Meeting

5. To confirm the Minutes of the Ordinary Board meeting held on 11 September 2025 (*previously circulated with the papers for the Annual Meeting on 13 November*) the Special Board meeting held on 9 October 2025 (*previously circulated with the papers for the Annual Meeting on 13 November*) and the Annual Meeting of 13 November 2025. Pages 5-26
Confidential page 2
6. Matters arising from the previous Board meeting not otherwise on the agenda
   6.1. Appointment of auditors for 2025-26 to take place at a **future** Board meeting (NOT at this meeting).

Items for Decision

7. Committee and Other Bodies appointments
   7.1. To elect a trustee representative onto the Malvern National Landscape Joint Advisory Committee.
   7.2. To appoint trustee representatives to Castlemorton Co-ordinating Committee, Wildlife Panel and Malvern Spa Association.

8. **Budget 2026-27** **Paper A** Pages 27-48
   8.1. To receive the proposed budget .
   8.2. To receive and consider the following recommendations from FAR:
   8.2.1. that the levy for 2026-27 be set at £805,700, an increase of 9% on the previous year, subject to a possible review of the levy total when tax base information is made available*, and also subject to the provision by officers of an indicative budget showing what would need to be cut if the increase to the levy payer were to be set at the current RPI of 3.4%;*
   8.2.2. that, subject to the levy being set at £805,700, daytime car park meter prices at main car parks be increased to from £6.00 to £6.50 per day and evening prices from £3.75 to £4.00 from 1 April 2026;
   8.2.3. that, *subject to the levy being set at £805,700,* residents' passes to remain **fixed** at £8.00 per annum from 1 June 2026;
   8.2.4. that, *subject to the levy being set at £805,700,* annual pass prices be increased from £55 to £59 per annum, and from £28.00 to £30.00 per annum for a second car at the same address, from 1 April 2026;

8.2.5. that the WCC Grant claim be requested at £15,450, a 9 % increase on 2025-26;

8.2.6. that, *subject to the levy being set at £805,700,* Board approve the General fund budget for 2026-27;

8.2.7. that, *subject to the levy being set at £805,700,* Board approve the designated funds budget for 2026-27;

8.2.8. that, *subject to the levy being set at £805,700,* Board approve the restricted funds budget for 2026-27.

9. **Malvern Hills Bill – Budget and Update** **Paper B** Page 49
10. **Health and Safety Policy** **Paper C** Pages 50-62

    To consider and approve a revised Policy, as recommended by the Health and Safety Working Group.
11. Urgent Business

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

12. **Land Management Committee**

12.1. Committee to approve the minutes of the meeting held on 4 December 2025

Pages 63-68
Confidential page 3

12.2. Board to adopt the minutes of the meetings held on 16 October 2025 (*previously circulated with the papers for the Annual Meeting on 13 November*) and 4 December 2025

12.3. Chair of Committee - updates and questions

12.4. Resolutions recommended to Board (not otherwise on the agenda)

- To grant permission to Malvern Wells Parish Council (MWPC) for the removal of the fire-damaged bus shelter and installation of a bench at Peachfield Road, subject to: the execution of an appropriate licence with MWPC; approval of the bench design and colour by the Trust (approval delegated to staff), and; compliance with Conservation Team advice regarding site reinstatement.

13. **Finance, Administration & Resources Committee**

13.1. Committee to approve the minutes of meeting held on 11 December 2025
Pages 69-78

13.2. Board to adopt the minutes of the meetings held on 25 September 2025 (*previously circulated with the papers for the Annual Meeting on 13 November*) and 11 December 2025

13.3. Chair of Committee - updates and questions

- To note that FAR is proposing to hold one or two workshops to develop a suite of key performance indicators for the Business Plan and to define a fundraising and income strategy. All trustees are encouraged at attend.

13.4. Resolutions recommended to Board (not otherwise on the agenda)

- That following a review by FAR of the Privacy Policy and data retention periods, to keep both the same as now, and *not* to introduce a separate data record keeping policy.

14. **Staffing Committee**
    - 14.1. Board to adopt the minutes of the meeting held on 9 October 2025 (*previously circulated with the papers for the Annual Meeting on 13 November*)
    - 14.2. Chair of Committee - updates and questions
    - 14.3. Resolutions recommended to Board (not otherwise on the agenda) **- none**

<u>Items for Information</u>

15. Red flags on the Risk Register
16. Management accounts to the end of November 2025 Pages 79-88
17. Reports from Outside Bodies
    - 17.1. Castlemorton Commons Co-ordinating Committee – summary report of the meeting held on 26 November 2025 Page 89
18. Date of next meeting
    Thursday 12 March at 7 pm at Colwall Park Hotel

<u>Confidential items</u>

Resolution to exclude the public for discussion of items 19-24 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 (matters relating to individuals/legal privilege).

CONFIDENTIAL

19. Matters arising from confidential sections of the previous Board meeting not otherwise on the agenda
20. Resolutions recommended to Board from confidential sections of committee meetings.
21. To agree a collective response to Charity Commission letters to trustees of 18 December 2025 **Paper D** Confidential pages 4-8
22. Serious Incident Report update (deferred from 13 November meeting) **Paper E** *(recirculation)* Confidential page
23. Conciliation process update (deferred from 13 November meeting)
24. Notifiable incident update report (for information) **TO FOLLOW**