

Meeting of the Board

Lyttelton Rooms, Church Street, Malvern

Thursday 8 March 2018 7:30 pm

Agenda

1. Apologies for absence
2. Chair's Announcements
3. Public Questions
4. Appointment of Auditors Paper A Page 1
5. Declarations of Interest
6. To confirm the Minutes of the Board meeting held on 18 January 2018 Pages 2 -7
7. Matters arising from the previous Board meetings not otherwise on the agenda
8. **Governance Committee**
 - 8.1 To confirm the accuracy of the minutes of the meeting held 25.1.2018 Pages 8 - 11
 - 8.2 Chair of Committee to present the minutes and matters arising
 - 8.3 Board to adopt the recommendations of the Committee and the minutes.
9. **Finance Administration and Resources Committee**
 - 9.1 To confirm the accuracy of the minutes of the meetings held 25.1.2018 & 8.2.2018 Pages 12 - 16
Confidential section Pages 1 - 2
 - 9.2 Chair of Committee to present the minutes and matters arising
 - 9.3 Board to adopt the recommendations of the Committee and the minutes.
 - i) **Authorisation of Gift Fund expenditure**

That the Board confirm that the CEO's authority to approve unbudgeted expenditure as agreed at the FAR Committee meeting held on 8th December 2016 (and subsequently approved at the Board meeting on 19th January 2017) covered expenditure from all the charity's funds.
 - ii) **Pension review designated fund**

That the balance of £15,113 on the pension review designated fund be transferred back to the general fund at the year end.
 - iii) **General Data Protection Regulations**

To approve the setting up of a designated fund of £5,000 to cover the cost of professional advice needed to ensure compliance with the GDPR regulations.
 - iv) **Car park ticket machines**
 - a) To change all machines to cash and card (Contactless only) machines where the level of phone services permitted in 2018/19.
 - b) Where a phone connection was not available, to upgrade to machines with VNI and capacity to add card payment in future, when phone network improves.
 - v) **To adopt the minutes**
10. Appointment of extra member to FAR Committee
11. Charity Commission Scheme Paper B Pages 17 -20
 - Requirement for residence/place of work to stand as a candidate for election
 - Change of name

- Removal of Trustees
- Power to delegate to committees

Update

12. St Ann's Well Refurbishment VERBAL UPDATE

13. Urgent Business

14. Information

- | | | |
|------|---|----------------------------|
| 20.1 | Malvern Spa Association | No report |
| 20.2 | AONB Joint Advisory Committee | No meeting has taken place |
| 20.3 | Wildlife Panel Meeting 7 March – report to June Board meeting | |
| 20.4 | Recreation Advisory Panel | No meeting has taken place |
| 20.5 | Management Report | Pages 21 - 23 |

15. Items for future consideration

16. Next meeting 14 June 2018

17. Confidential item

Resolution to exclude the public for discussion of the remaining item 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

18. CEO salary review

PAPER C To follow