

Meeting of the Board

Malvern Cube, Albert Road North, Malvern

Thursday 26 August 2021 7.00pm

[Please see overleaf for arrangements if you wish to attend the meeting](#)

Agenda

1. Apologies for absence
2. Chair's Announcements
3. Declarations of Interest
4. Public comments
5. To appoint David Watkins to Finance Administration and Resources Committee
6. To approve the Minutes of the Board meetings held on 11 March & 5 May 2021

Pages 1 – 5

Confidential Pages 1 - 6

7. Staffing Committee

- 7.1 To confirm the accuracy of the minutes of the meetings held 01.04.2021

Pages 6 - 8

- 7.2 Chair of Committee to present the minutes and matters arising since the meeting

- 7.3 Board to adopt the minutes & recommendations set out below

7. Staff at confidential meetings policy

That the revised Staff at Confidential Meetings Policy be adopted

11. Amendment to and application of the Equality and Diversity Policy

That the revised Equality and Diversity policy be adopted

8. Land Management Committee

- 8.1 To confirm the accuracy of the minutes of the meeting held 08.04.2021

Pages 9 - 13

Confidential pages 7

- 8.2 Chair of Committee to present the minutes and matters arising since the meeting

- 8.3 Board to adopt the minutes & recommendations set out below

6 Revised model aircraft and drone policy

That the Board adopt the revised policy

8 Easements

That permission be granted for the hard surfacing of 30 metres of the wheelings of this easement, subject to the following conditions:

1. The use of concrete of a natural grey colour. (The use of blocks is not approved)
2. The permitted maximum dimensions of the concrete be limited to 2 parallel 600mm wide wheelings with a central gap of 1300mm, for a total length not exceeding 30m.

3. The concrete can either be:
 - a) combed horizontally with an outside angle to provide traction and throw water to the outside of the track, (not the centre) or
 - b) surfaced with a stone mix in accordance with the Trust's normal specification for easements, to provide traction and a colour/visual appearance similar to normal loose stone tracks.
4. The applicant must obtain any consent required under the Commons Act

17. Easement enquiry

See Confidential minutes.

9. Governance Committee

9.1 To confirm the accuracy of the minutes of the meetings held 29.04.2021

Pages 14 - 16

Confidential Pages 8,9

9.2 Chair of Committee to present the minutes and matters arising since the meeting

9.3 Board to adopt the minutes & recommendations set out below

10. Finance Administration and Resources Committee

Page 17 - 20

Confidential pages 10,11

13.1 To confirm the accuracy of the minutes of the meetings held 06.05.2021 Pages

13.2 Chair of Committee to present the minutes and matters arising since the meeting

13.3 Board to adopt the minutes & recommendations set out below

11.1 Management accounts

That £5,000 budgeted for car park repairs be transferred to a designated fund to be spent in 2021/22.

15 VAT reclaim

See Confidential minutes

11. To consider the recommendations of the Tree Safety Costs Working Group Paper A

Pages 21 - 30

12. Authorisation for payments for be made from Gift Fund

Paper B Page 31

13. Update on appeal against RPA decision to withhold payments

Verbal update

14. Urgent Business

15. Next meeting: 09 September 2021

16. Confidential business

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 (Legal/person information).

CONFIDENTIAL

17. VAT reclaim

Verbal update

There are still high numbers of Covid cases and it is clear that notwithstanding vaccination, people can still catch the virus. Each venue is risk assessed by the Trust and is allocated a maximum capacity so that a 2m distance can be maintained between attendees. Once the capacity for the venue has been reached, in order to keep attendees safe, no further people will be admitted. If you attend the meeting you will still be asked to wear a face mask as a courtesy to other attendees.

Anyone (other than trustees) who wishes to attend **must** apply in writing to cindy@malvern hills.org.uk (or write to Mrs L Parish at the Trust's office), giving their name, E-mail address and contact number, which are required for track and trace. Places will be allocated on a first come first served basis. Cindy will confirm whether there is a place available.

If you turn up at the meeting without pre-booking you risk not being admitted.