

Special Meeting of the Board
St Edmunds Hall, College Road, Malvern WR14 3DL
Thursday 05 October 2023 7pm

Agenda

1. Apologies for absence
2. Chair's Announcements
 - Arrangements for approval of the accounts and appointment of auditors
3. Declarations of Interest
Trustees are reminded to keep their Register of Interests up to date
4. Public Comments
5. To approve the minutes of the Board meetings of 3 & 17 August 2023 To follow
includes confidential pages
6. **Governance Committee**
 - 6.1 To confirm the accuracy of the minutes of the meetings held 20.09.2023
 - 6.2 Chair of Committee to present the minutes and matters arising
 - 6.3 Board to adopt the report and any recommendations
 - 5. To approve updates to Governance Handbook**
To approve the proposed revisions to the Governance Handbook
 - 7. To appoint a working group to undertake preparatory work on the private bill**
To appoint a working group comprising Mr Atkins, Prof Raine, Mr Clayburn, Mr Core, Mr Fellows to meet with the Parliamentary Agent and prepare provisional timetable and work programme.
7. **Finance Administration and Resources Committee**
 - 7.1 To confirm the accuracy of the minutes of the meetings held 21.09.2023
including confidential pages
 - 7.2 Chair of Committee to present the minutes and matters arising
 - 7.3 Board to adopt the report and any recommendations

NB there are resolutions for approval from the confidential part of the meeting and if there are any questions or comments they will need to be taken in the confidential part of the meeting.

 - 7. Approval of Letter of Representation**
That the Chair of the Board should sign the letter of representation on behalf of the Board
 - 8.6**
That the Board authorise expenditure of up to £10,000 from the Countryside Stewardship Reserve Fund for the purchase of a quad bike to replace the bike currently used by the grazier of the Northern and Central Hills.
 - 14 Update the Privacy Policy** (Paper A)
That the Board approve the adoption of the revised Privacy Policy

See other confidential resolutions
8. Arrangements for Trust elections Verbal update
9. Update on arrangements for Private Bill Verbal update
10. Reports
 - 10.1 Health and Safety Paper B
 - 10.2 GDPR Verbal update
 - 10.3 Conservation Manager's Report Verbal update
11. Urgent business

12. Date of next meeting

19 October 2023

13. Confidential

Resolution to exclude the public for discussion of item 7 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 (personnel & commercially sensitive matters).

CONFIDENTIAL

14. Update on staffing arrangements

15. To approve salary range for SttB post

Paper C

16. Possible land acquisition

Paper D

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. Symptoms are commonly runny nose, sore throat, headache, fatigue and sneezing and not necessarily a cough, fever or loss of sense of taste or smell.

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.

Members of the public who wish to attend are asked to notify cindy@malvern hills.org.uk (or write to Mrs L Parish at the Trust's office), in advance of the meeting, giving their name, E-mail address and contact number.