

Ordinary Meeting of the Board
Council Chamber, Avenue Road, WR14 3AF
Thursday 7 March 2024 7pm

Agenda

Introduction

1. Welcome to new CEO, Deborah Fox and new FAM, Nicky Gutteridge
2. Apologies for absence
3. Chair's Announcements
4. Declarations of Interest
5. Public Comments (*none received by the deadline*)

Confirmation of Previous Board Meeting

6. To confirm the Minutes of the Board meeting held on 18 January 2024
Pages 4-13
Confidential pages 2-6
7. Matters arising from the previous Board meeting not otherwise on the agenda

Items for Decision

8. To ratify the General Fund Budget for 2024-25 Paper A Pages 14-20
9. Governance Changes Paper B Pages 21-23
Paper H Addendum *Private Bill* Open Pages 2-6
Addendum *Private Bill* Confidential Pages 2-4

Recommended resolutions

- To instruct the Parliamentary Agent(PA) to start work immediately, (including advising on incorporation of points arising from 2019 consultation).
 - To authorise the transfer of £8,700 from the General Reserve to the Modernisation of Acts Designated Fund and to agree that money in that fund should be used to pay legal costs for the time being.
 - To pass to the PA the items listed in Paper B to be included in the draft, in addition to those in the resolution of 18 January 2024
 - To research how other charities select trustees and to seek professional advice on possible options.
 - To seek the PA's advice on requirements for the consultation, especially those to be met re rights of individuals and bodies named in the Acts.
 - To delegate approval of the arrangements for the consultation and text for consultations documents to Governance Committee.
 - To authorise additional expenditure on trustee training listed in Paper H.
 - To nominate signatories for the loan agreement and drawdown requests.
10. Social Media Policy Paper C Pages 24-38
 - 10.1 To adopt the revised Social Media Policy

11. Urgent Business – Drainage issues Paper G Addendum Pages 2-4
- To authorise the CEO to engage contractors required to mend the pipe and backfill the pipe at Link Top Common, whilst continuing efforts to confirm the ownership of the pipe.
 - To authorise the CEO to engage contractors to jet out or replace the pipe at Colwall Green Football Pitch, whilst continuing to establish who should be responsible.

Other Committee Business for Decision

12. Land Management Committee

- 12.1. Board to adopt the minutes of the meeting held on 7 December 2023 Pages 39-42
- 12.2. Chair of Committee - updates and questions
- 12.3. Resolutions recommended to Board (not otherwise on the agenda) – *None*

13. Governance Committee

- 13.1 Board to adopt the minutes of the meetings held on 4 January 2024 (*enclosed*), and 25 January and 27 February 2024 (*enclosed - addendum*) Pages 43-44
- Confidential pages 7-8
Addendum pages 5-10
Addendum Confidential pages 2-3
- 13.2 Chair of Committee - updates and questions
- 13.3 Resolutions recommended to Board (not otherwise on the agenda)
- That notification to other members of the Board of a breach of the Code of Conduct by an individual trustee should be added to the list of potential penalties listed in the Disciplinary Procedure.

14. Staffing Committee

- 14.1. Board to adopt the minutes of the meetings held on 4 January 2024 (*enclosed*) and 27 February 2024 (*enclosed - addendum*) Pages 45-46
- Confidential pages 9-10
Addendum pages 11-13
Confidential addendum pages 4-6
- 14.2 Chair of Committee - updates and questions
- 14.3 Resolutions recommended to Board (not otherwise on the agenda)
- To recommend a review of bin emptying procedures
 - To approve the Equality, Diversity & Inclusion Policy
 - To approve updates to the staff handbook

Items for Information

15. Car parking income report Paper D Page 47
16. Management accounts to the end of January 2024 Paper E Pages 48-51
17. Date of next meeting
- 9 May 2024 – *Malvern Cube, Albert Park Road, Malvern, WR14 2YF*

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 (personnel matters & commercially sensitive information)

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.

20. Code of Conduct

21. Recommendations from the Staffing Review

22. Potential land acquisition

Paper F Confidential pages 11-22