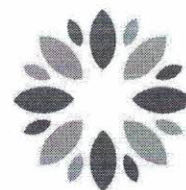


MINUTES

SUBJECT Trustee Board Meeting
VENUE Trust's Boardroom, 124 Main Street, Greytown
DATE Thursday 19th January 2017
TIME 5.30pm



**GREYTOWN
TRUST LANDS**
Growing the Community since 1871

PRESENT: Mr S Kempton (Deputy Chairman acting as Chair), Mr M Gray, Mr W Regnault, Mrs C Rossiter-Stead, Mr D Wilson, Mr K Murphy (General Manager) and Mrs H Perry

APOLOGIES: Mr D Montgomerie (Chairman)

Meeting opened at 5.30pm by Mr S Kempton, Deputy Chairman acting as Chair.

1.	Apologies:	Action:
1.1	Apologies for absence from Mr D Montgomerie.	
1.2	Conflict of interest declared by Mr M Gray relating to community grant application from Greytown Community Board and Mr W Regnault relating to accounts payable - Holmes Construction invoice.	
1.3	The Board agreed the following amendment(s) to Standing Orders: <i>"That attendance via video conference should be considered as being present."</i> Action: General Manager to bring as resolution to February meeting.	K Murphy
2.	Confirm Minutes:	
2.1	Resolution: <i>"The minutes of the Board meeting of 15th December 2016 are taken as read and confirmed to be a true and correct record."</i> Moved Mr M Gray / Seconded Mr S Kempton <u>Carried unanimously</u>	
2.2	General Manager reported back on action items.	
3.	Financial and Risk:	
3.1	Financial	
3.1.1	Resolution: <i>"The year to date spotlight financial report submitted by Rightway is received."</i> Moved Mr W Regnault / Seconded Mr M Gray <u>Carried unanimously</u> As there is surplus education grant budget General Manager floated idea with the Board around supporting a local business should they take on a Greytown resident under an apprenticeship scheme. Trustees liked the idea but agreed would need further discussion as part of current grant funding review. General Manager shared a one page document he had put together regarding P&L implication of recent and potential property sales. Trustees requested a copy which was emailed during meeting by Mrs H Perry.	
3.1.2	Resolution: <i>"The schedule of proposed payments for the month of January is approved for authorisation, having been reviewed by the Deputy Chairman and found acceptable. "</i> Note: Copy of Payment Schedules attached to signed off minutes on file. Moved Mr S Kempton / Seconded Mr D Wilson <u>Carried unanimously</u>	
3.2	Risk	
3.2.1	Management report for December Resolution: <i>"The monthly risk monitoring report is received."</i> Moved Mr D Wilson / Seconded Mr M Gray <u>Carried unanimously</u>	
3.3	Operating Performance	
3.3.1	Management report for December Resolution: <i>"The monthly performance monitoring report is received."</i>	

4.	Moved Mr M Gray / Seconded Mr S Kempton Action: General Manager to add performance reporting from Greytown Sport and Leisure Society and Cobblestones to the performance monitoring report, as requested by Trustees.	<u>Carried unanimously</u>	K Murphy
4.1	Grants: Resolution: "The Board approves payment of a community grant of \$600 to the Greytown Community Board to help subsidise free entrance for Greytown children to Greytown outdoor swimming pool during the month of January 2017." Moved Mr D Wilson / Seconded Mrs C Rossiter-Stead Resolution: "The Board authorises the General Manager to request from Greytown Community Board a report back on the effectiveness of the subsidised entry scheme and requests that any future grant application is forwarded in time for the September Community grant funding round." Moved Mr W Regnault / Seconded Mr D Wilson	<u>Carried unanimously</u> <u>Carried unanimously</u>	
5.	Property & Tenancy Management:		
5.1	Public Excluded Session (6.18pm) Resolution: "The Board agrees to move into public excluded session to discuss agenda item 5.1 and 6.1 on the grounds set out in the agenda paper." Moved Mr W Regnault / Seconded Mr D Wilson	<u>Carried unanimously</u>	
6.	Property Development:		
6.1	Public Excluded Into public session (9.05pm) Resolution: "The Board agrees to move out of public excluded session back into open session." Moved Mr D Wilson / Seconded Mr W Regnault	<u>Carried unanimously</u>	
7.	Documents for Approval under Trust Seal:		
7.1	Nil		
8.	Correspondence:		
8.1	Nil		
9.	General Business:		
9.1	The General Manager advised there is no progress to report this month on behalf of the Sports Facilities Taskforce.		
10.	Next Meetings:		
10.1	Resolution: "The Board approves the scheduling of the next ordinary Board meeting at 5.30pm, Thursday 16 February." Moved Mr S Kempton / Seconded Mr D Wilson	<u>Carried unanimously</u>	

Meeting closed at 9.13pm.

The minutes were taken as a true and correct record of proceedings.

Confirmed at a meeting on the 16th of February 2017

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Chairman