

# MINUTES

**SUBJECT** Trustee Board Meeting  
**VENUE** Trust's Boardroom, 124 Main Street, Greytown  
**DATE** Thursday 17<sup>th</sup> January 2019  
**TIME** 5.30pm

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

**Apologies:** Mr D Montgomerie

**GUESTS:** Gavin Hodder, Chairman and Jackie Gray, Executive Officer of Greytown Sport & Leisure Society (5.30, left 5.42pm)

Meeting opened at 5.30pm by Mr S Kempton, Chairman.

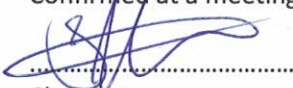
| 1.    | <b>Conduct of Business:</b>  | <b>Action:</b> |
|-------|--|----------------|
| 1.1   | Apologies for absence from Mr D Montgomerie  |                |
| 1.2   | Conflict of interest declared – none   |                |
| 1.3   | Standing Orders – none   |                |
| 1.4   | Deputation by Gavin Hodder, Chairman and Jackie Gray, Executive Officer, Greytown Sport & Leisure Society.   |                |
| 2.1   | <b>Resolution:</b> <i>"The public and public excluded minutes of the Board meeting of 18 December 2018 are taken as read and confirmed to be a true and correct record."</i><br>Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u>  |                |
| 2.2   | General Manager reported back on action items and work programme progress.   |                |
| 3.    | <b>Grants:</b>   |                |
| 3.1   | <b>Applications for community grant</b>  |                |
| 3.1.1 | None   |                |
|       | Public Excluded (PE) Session 5.45pm<br><b>Resolution:</b> <i>"The Board agrees to move into public excluded session to consider items 4.1, 4.2, 5.1 and 8.1."</i><br>Moved Mrs C Rossiter-Stead / Seconded Mr M Gray <u>Carried unanimously</u>  |                |
| 4.    | <b>Property</b>  |                |
| 4.1   | Public Excluded  |                |
| 4.2   | Public Excluded  |                |
| 5.    | <b>Correspondence</b>  |                |
| 5.1   | Public Excluded  |                |
| 8.    | <b>General Business:</b>   |                |
| 8.1   | Public Excluded  |                |
|       | Into public session (7.25pm)<br><b>Resolution:</b> <i>"The Board agrees to move out of public excluded session back into open session."</i><br>Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u>   |                |
| 6.    | <b>Documents for Approval under Trust Seal:</b>  |                |
| 6.1   | <b>Resolution:</b> <i>"The Board retrospectively approves the signing by the Chairman and Deputy Chairman of the sale and purchase agreement with PER Investments covering its acquisition of Lot 25, Arbor Place on terms and conditions falling within the delegated authority given to the General Manager at the 18 December board meeting."</i> |                |

|       |  |                            |  |
|-------|--|----------------------------|--|
|       | Moved Mr S Kempton / Seconded Mr W Regnault  | <u>Carried unanimously</u> |  |
| 7.    | <b>Financial, Performance and Risk:</b>  |                            |  |
| 7.1   | <b>Financial</b>   |                            |  |
| 7.1.1 | <b>Resolution:</b> "The Board receives the year to date spotlight financial report submitted by Rightway."<br>Moved Mr S Kempton / Seconded Mr W Regnault  | <u>Carried unanimously</u> |  |
| 7.1.2 | <b>Resolution:</b> "The schedule of payments made for the month of January having been reviewed, found acceptable and authorised by the Chairman is approved."<br><b>Note:</b> Copy of Payment Schedules attached to signed off minutes on file.<br>Moved Mr D Wilson / Seconded Mr M Gray | <u>Carried unanimously</u> |  |
| 7.2   | <b>Operating Performance</b>   |                            |  |
| 7.2.1 | <b>Management report for December</b><br><b>Resolution:</b> "The December operating performance monitoring report is received."<br>Moved Mrs C Rossiter-Stead / Seconded Mr S Kempton  | <u>Carried unanimously</u> |  |
| 7.3   | <b>Audit and Risk</b>  |                            |  |
| 7.3.1 | <b>Resolution:</b> "The health and safety update report by the General Manager is received."<br>Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead   | <u>Carried unanimously</u> |  |
| 9.    | <b>Next Meetings:</b>  |                            |  |
| 9.1   | <b>Resolution:</b> "The next Board meeting will be ordinary meeting held in the Trust Boardroom at 5.30pm on Thursday 21 <sup>st</sup> February 2019."<br>Moved Mr S Kempton / Seconded Mr D Wilson  | <u>Carried unanimously</u> |  |

Meeting closed at 7.54pm.

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

Confirmed at a meeting on the 21st of February 2019

  
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Chairman