

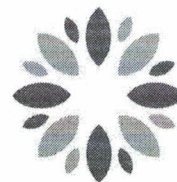
MINUTES

SUBJECT Trustee Board Meeting

VENUE Trust Boardroom, 124 Main Street, Greytown

DATE Thursday 24th October 2019

TIME 5.30pm



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

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

GUESTS: Gavin Hodder and Jackie Gray, Greytown Sport & Leisure Society (left at 6pm)

Meeting opened at 5.20pm with General Manager, Kevin Murphy, in the Chair.

1.	Conduct of Business:
1.1	Apologies for absence – none
1.2	Conflict of interest declared – none
1.3	Requirements for first meeting of new triennium: Resolution: <i>"The Board confirms the voting system for appointment of the Chairman and Deputy Chairman will remain as set out in Standing Order 5.2."</i> Moved Mr W Regnault / Seconded Mr D Wilson <u>Carried unanimously</u> Resolution: <i>"The Board confirms the appointment of Sid Kempton as Chairman for 12 months commencing 24 October 2019."</i> Moved Mr W Regnault / Seconded Mr P Holden <u>Carried unanimously</u> The Chair was vacated by Mr K Murphy and taken up by Mr S Kempton, Chairman at 5.24pm.
1.4	Resolution: <i>"The Board confirms the appointment of Wayne Regnault as Deputy Chairman for 12 months commencing 24 October 2019."</i> Moved Mr D Wilson / Seconded Mrs C Rossiter-Stead <u>Carried unanimously</u> Resolution: <i>"The Board confirms the appointments of the following Trustees as members of the Audit & Risk Committee: Mr W Regnault (Chairman), Mrs C Rossiter-Stead, Mr M Bell, Mr P Holden"</i> Moved Mr S Kempton / Seconded Mr D Wilson <u>Carried unanimously</u> Resolution: <i>"The Board agrees to defer the appointment of a Trustees as the Trust's representative as a representative on the Board of Trustees of Cobblestone Museum until further due diligence is undertaken."</i> Moved Mr S Kempton / Seconded Mr P Holden <u>Carried unanimously</u> Resolution: <i>"The Board confirms the re-adoption of the latest version of Standing Orders dated August 2019."</i> Moved Mr W Regnault / Seconded Mr M Bell <u>Carried unanimously</u> Resolution: <i>"The Board confirms the schedule of meetings covering the period November 2019 to December 2020."</i> Moved Mrs C Rossiter-Stead / Seconded Mr D Wilson <u>Carried unanimously</u>
1.5	Deputation by Gavin Hodder and Jackie Gray from Greytown Sport and Leisure Society. Waiving of standing order 14.1 Resolution: <i>"The Board agrees to set aside standing order 14.1 to allow extended time for Greytown Sports & Leisure Society to present its quarterly report."</i> Moved Mr S Kempton / Seconded Mr M Bell <u>Carried unanimously</u>
2.	Confirm Minutes
2.1	Resolution: <i>"The public and public excluded minutes of the Board meeting of 19 September 2019 are taken as read and confirmed to be a true and correct record."</i>

	Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead	<u>Carried unanimously</u>
2.2	Resolution: <i>"The Board receives the action point and work programme updates."</i> Moved Mr S Kempton / Seconded Mr D Wilson	<u>Carried unanimously</u>
3.	Grants:	
	None	
4.	Correspondence	
4.1	Resolution: <i>"The Board receives the correspondence from Mark Hinton, WCM Legal re. Arbor House Trust."</i> Moved Mr M Bell / Seconded Mr W Regnault	<u>Carried unanimously</u>
5.	Financial, Performance and Risk:	
5.1	Financial	
5.1.1	Resolution: <i>"The Board receives the year to date spotlight financial report submitted by Rightway."</i> Moved Mr W Regnault / Seconded Mrs C Rossiter-Stead	<u>Carried unanimously</u>
5.1.2	Resolution: <i>"The schedule of payments made for the month of October is approved having been found acceptable on review and after being authorised by the Chairman."</i> Note: Copy of Payment Schedules attached to signed off minutes on file. Moved Mr D Wilson / Seconded Mr S Kempton	<u>Carried unanimously</u>
5.2	Operating Performance	
5.2.1	Resolution: <i>"The operating performance monitoring report for August and September by the General Manager is received."</i> Moved Mr S Kempton / Seconded Mr P Holden	<u>Carried unanimously</u>
5.3	Audit and Risk	
5.3.1	Resolution: <i>"The health and safety update report by the General Manager is received."</i> Moved Mr D Wilson / Seconded Mr S Kempton	<u>Carried unanimously</u>
6.	Next Meetings:	
6.1	Resolution: <i>"It is confirmed the next meeting will be an ordinary Board meeting to be held in the Boardroom at 5.30pm on Thursday 21 November 2019."</i> Moved Mr S Kempton / Seconded Mr M Bell	<u>Carried unanimously</u>
	Public Excluded (PE) Session 6.53pm Resolution: <i>"The Board agrees to move into public excluded session to consider items 7.1, 7.2, 8.1, 8.2, 8.3 (late inclusion), 9.1 and 9.2."</i> Moved Mr W Regnault / Seconded Mr D Wilson	<u>Carried unanimously</u>
7.	Property	
7.1	Tenancy management & maintenance update (PE) <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2 (a), (h) and (i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: Protects the privacy of natural persons, including that of deceased natural persons; Enables the Trust to carry on, without prejudice or disadvantage, commercial activities; Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</i>	
7.2	Sales, acquisitions & new developments update (PE) <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2 (h) and (i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: Enables the Trust to carry on, without prejudice or disadvantage, commercial activities; and Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</i>	
8.	Documents for Approval under Trust Seal:	
8.1	Deed of renewal of lease for City Care, 6 Arbor Place Greytown (PE) <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2(h) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: Enables the Trust to carry on, without prejudice or disadvantage, commercial activities.</i>	
8.2	Deed of renewal of lease for Stihl Shop, 246 Main Street Greytown (PE) <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2(h) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable: Enables the Trust to carry on, without prejudice or disadvantage, commercial activities.</i>	

8.3	<p>Deed fixing rent on review for Bodyworks Panel & Paint, 2 Arbor Place Greytown (PE)</p> <p><i>This item will be taken in public excluded session on the grounds under Paragraph 7.2(h) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:</i></p> <p><i>Enables the Trust to carry on, without prejudice or disadvantage, commercial activities.</i></p>
9.	General Business:
9.1	<p>Greytown Sports & Leisure Society September quarterly report (PE)</p> <p><i>This item will be taken in public excluded session on the grounds under Paragraph 7.2(f)(i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:</i></p> <p><i>Maintains the effective conduct of public affairs through the free and frank expression of opinions by or between or to Trustees and management in the course of their duty.</i></p>
9.2	<p>Review of the last three years' activity, current situation assessment and round table discussion around desired outcomes for the next three years (PE)</p> <p><i>This item will be taken in public excluded session on the grounds under Paragraph 7.2(f)(i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:</i></p> <p><i>Maintains the effective conduct of public affairs through the free and frank expression of opinions by or between or to Trustees and management in the course of their duty.</i></p>
	<p>Into public session (9.04pm)</p> <p>Resolution: "The Board agrees to move back into public session to close the meeting."</p> <p>Moved Mr S Kempton / Seconded Mr M Bell <u>Carried unanimously</u></p>

Meeting closed at 9.05pm.

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

Confirmed at a meeting on the 21 of November 2019



Chairman