

# MINUTES

**SUBJECT** Trustee Board Meeting  
**VENUE** Trust Boardroom, 124 Main Street, Greytown  
**DATE** Thursday 21<sup>st</sup> May 2020  
**TIME** 5.30pm



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

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

Meeting opened at 5.40pm by Mr S Kempton, in the Chair.

1.	<b>Conduct of Business:</b>
1.1	Apologies for lateness – none.
1.2	Conflict of interest declared – Mr M Bell for Farmlands Covid19 rent relief.
	Into public excluded session (5.41pm) Resolution: <i>“The Board agrees to move into public excluded session to consider items 7.1, 9.1, 9.2 &amp; 9.3.”</i> Moved Mr D Wilson / Seconded Mr W Regnault <span style="float: right;">Carried unanimously</span>
7.	<b>Property</b>
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 (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 negotiations.</i>
8.	<b>Documents for Approval under Trust Seal:</b>
8.1	None
9.	<b>General Business:</b>
9.1	Covid19 lockdown rent relief update (PE) <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2(f)(i) and (i) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:          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:          Enables the Trust to carry on, without prejudice or disadvantage, commercial negotiations.</i>
9.2	Arbor House in liquidation (PE) <i>This item will be taken in public excluded session on the grounds under Paragraph 7.2(f)(i) and (h) of the Local Government Official Information and Meetings Act 1987 that withholding the information, where applicable:          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:          Enables the Trust to carry on, without prejudice or disadvantage, commercial activities.</i>
9.3	Trust submission on SWDC annual plan proposal (PE) <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:          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>
	Into public session (8.04pm) Resolution: <i>“The Board agrees to move back into public session.”</i> Moved Mr C Rossiter-Stead / Seconded Mr D Wilson <span style="float: right;">Carried unanimously</span>

2.	<b>Confirm Minutes</b>
2.1	Resolution: "The public and public excluded minutes of the Board meeting of 16 April 2020 are taken as read and confirmed to be a true and correct record." Moved Mrs C Rossiter-Stead / Seconded Mr S Kempton <span style="float: right;"><u>Carried unanimously</u></span>
2.2	Resolution: "The Board receives the action point and work programme updates." Moved Mr Bell / Seconded Mr S Kempton <span style="float: right;"><u>Carried unanimously</u></span>
3.	<b>Grants:</b>
3.1	None
4.	<b>Correspondence</b>
4.1	Resolution: "The correspondence from Rob Smith is received and instructs Mrs H Perry to reply to Mr Smith to advise him that Mr W Regnault will be personally in touch to discuss and respond." Moved Mr W Regnault / Seconded Mr D Wilson <span style="float: right;"><u>Carried unanimously</u></span>
4.2	Late agenda item. Resolution: "The correspondence from John Hayes, Ed Cooke, Stephen Meyrick and Colin Wright is received and as the correspondence was sent out as an open letter, the Board agreed to respond in a similar manner via the Greytown Matters Facebook Page. (Trustees note that an invitation was made to John Hayes and his team to attend this Board meeting. This invitation was declined.)" Moved Mr W Regnault / Seconded Mr D Wilson <span style="float: right;"><u>Carried unanimously</u></span>
5.	<b>Financial, Performance and Risk:</b>
5.1	<i>Financial</i>
5.1.1	Resolution: "The year to date financial spotlight report submitted by Rightway is received." Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <span style="float: right;"><u>Carried unanimously</u></span>
5.1.2	Resolution: "The schedule of payments to be made for the month of May is retrospectively approved having been found acceptable on review and after being authorised by the Chairman." Note: Copy of Payment Schedules attached to signed off minutes on file. Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <span style="float: right;"><u>Carried unanimously</u></span>
5.2	<i>Operating Performance</i>
5.2.1	Resolution: "The operating performance monitoring report for April submitted by General Manager is received." Moved Mr M Bell / Seconded Mr W Regnault <span style="float: right;"><u>Carried unanimously</u></span>
5.3	<i>Audit and Risk</i>
5.3.1	Resolution: "The health and safety update report by the General Manager is received." Moved Mr S Kempton / Seconded Mrs C Rossiter-Stead <span style="float: right;"><u>Carried unanimously</u></span>
5.3.1	Resolution: "The audit update report by the General Manager is received." Moved Mr W Regnault / Seconded Mrs C Rossiter-Stead <span style="float: right;"><u>Carried unanimously</u></span>
6.	<b>Next Meetings:</b>
6.1	Resolution: "It is confirmed the next meeting of the Trust will be: a. Budget workshop to be held Thursday 28 <sup>th</sup> May 2020, 5.30pm in the Boardroom. b. An ordinary meeting of the Board to be held Thursday 18 <sup>th</sup> June 2020, 5.30pm in the Boardroom." Moved Mr S Kempton / Seconded Mr W Regnault <span style="float: right;"><u>Carried unanimously</u></span>
8.30pm	Resolution: "The Board agrees to waive Standing Order 4.2 and continue debate without taking a 15 min break." Moved Mr S Kempton / Seconded Mr W Regnault <span style="float: right;"><u>Carried unanimously</u></span>

Meeting closed at 8.49pm.

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

Confirmed at a meeting on the .....18<sup>th</sup>.....of.....June.....2020

 ..... Chairman