# COTSWOLDS CONSERVATION BOARD



**Executive Committee Meeting**

**10.00 a.m., Thursday 8th November 2018**

**The Courtroom, Conservation Board Offices,**

**The Old Prison, Northleach**

Note:

To optimise Meeting time, Members are requested to read the Agenda papers IN ADVANCE; and to contact the reporting Officer(s) with any requests for clarification or further information.

**AGENDA**

|  |  |
| --- | --- |
|  |  |
|  | 1. **Apologies** |
|  | 1. **Introductions and Announcements** |
|  | 1. **Declarations of Interest** |
|  | 1. **Public Questions**   To receive any written public questions, submitted to the Director no later than 5.00 p.m. two working days before the day of the Meeting. |
|  | **5.** **Minutes of the Executive Committee Meeting of 20th September 2018**  **(Page 1)**  To approve, as a correct record, the Minutes of the Meeting of the Executive Committee held on 20th September 2018, and to consider any matters arising not covered elsewhere on the Agenda. |

**Items for Consideration and Decision**

|  |  |
| --- | --- |
|  | **6. Business Plan Quarter 2 Review**  **(Page 10)**  **Summary:** To review progress in Quarter 2 of the financial year 2018/19.  *Recommendation:*  *(a) That the Quarter 2 Review be noted;*  *(b) that the recommendation for making up the £15,000 expenditure on fire alarms be considered.*  **Officer Ref:** Simon Smith, Project Development and Business Planning Officer (01451 862031) |
|  | **7. Business Plan 2019-2022**  **(Page 15)**  **Summary:** To invite discussion and comment on the 2019-2022 summary work programme.  *Recommendation:*  *That comments on the 2019-2022 Business Plan be invited at the Meeting and before the deadline of 15th November 2018.*  **Officer Ref:** Simon Smith, Project Development and Business Planning Officer (01451 862031) |
|  | **8. Communications Strategy Review**  **(Page 33)**  **Summary:** To present an update on a review of the Communications Strategy 2017-2020.  *Recommendation:*  *That the update report be noted.*  **Officer Ref:** Alana Hopkins, Communications Officer (01451 862003) |
|  | **9. National Park Proposal Update and National Review Call for Evidence**  **(Page 60)**  **Summary:** The outline response to the Glover Review of National Parks and AONBs and the draft Position Statement for a Cotswolds National Park.  *Recommendation:*  *(a) To review and endorse the outline response to the Glover Review of National Parks and AONBs;*  *(b) to review and recommend the draft Cotswolds National Park Position Statement for adoption by the Conservation Board and for subsequent submission to the Glover Review.*  **Officer Ref:** Martin Lane, Director (01451 862005) |
|  | **10. Dark Skies**  **(Page 119)**  **Summary:** To present a work in progress draft report for comment.  *Recommendation:*    *That the Executive Committee identify gaps in the report and areas for clarification.*    **Officer Ref:** Mark Connelly, Land Management Officer (01451 862006) |
|  | **11. Task and Finish and Working Group Reports**  **(Page 121)**  **Summary:** A progress update on the Board’s Task and Finish and Working Groups.  *Recommendation:*  *To note the progress updates.*  **Officer Ref:** Martin Lane, Director (01451 862005)  **12. Discovery Centre Partnership Board**  **(Page 123)**  **Summary:** To provide an update on the Cotswolds Discovery Centre Partnership Board.  *Recommendation:*  *That the latest progress report be noted.*  **Officer Ref:** Martin Lane, Director (01451 862005)  **13. LEADER Programme Update**  **(Oral Update)**  **Summary:** To receive an oral update in regards to the LEADER Programme.  **14.** **Reserves Policy Review**  **(Page 124)**  **Summary:** To review the Board’s Financial Reserves Policy.  *Recommendation:*  *That the Executive Committee approves the Reserves Policy and Strategy as set out in the report.*  **Officer Ref:** Martin Lane, Director (01451 862005)  **15.** **External Funding Bids Summary**  **(Page 129)**  **Summary:** To present an update on progress in applying for external funding.  *Recommendation:*  *That the report be noted.*    **Officer Ref:** Simon Smith, Project Development and Business Planning Officer (01451 862031)  **16.** **Draft Board Meeting Agenda - 6th December 2018**  **(Page 132)**  To note the draft Board Meeting Agenda for the Meeting on 6th December 2018.    **17.** **Executive Committee Forward Plan**  **(Page 133)**  To note the updated Executive Committee Forward Plan for 2017/18- 2018/19. |
|  | **18.** **Other Business**  Such other business which, in the opinion of the Chairman, is urgent. |

Martin Lane, Director: 30th October 2018

Information:

If you are unable to attend the Meeting, please forward your apologies to Ben Amor (telephone 01285 623000 or e-mail [ben.amor@cotswold.gov.uk](mailto:ben.amor@cotswold.gov.uk) )

Distribution:

All Members of the Executive Committee:

(David Broad, Nigel Colston, Mike Dean, Liz Eyre [Chairman], George Lambrick, Ed Macalister-Smith [Vice-Chairman], Brendan McCarthy, Tony Merry, David Thackray and Martin Veal)

All other Board Members for information

Supporting Officer

Press

(END)