

| Meeting title | | COTSWOLDS CONSERVATION BOARD ANNUAL GENERAL MEETING | | Date | Tuesday 22 June 2021 |
|--|-------|--|--|-----------------|--|
| Location | | Cirencester Baptist Church, Chesterton Lane, Cirencester, GL7 1YE | | Time | 12:45pm-1:45pm |
| Board Members | | All Board Members | | Officer Support | Andy Parsons (AP) Ann Wyatt (AW) Patrick Arran (PA) - Monitoring Officer |
| No. | Time | Item | | | Owner |
| 1. | 12:45 | <ul style="list-style-type: none"> • Introductory Matters - Apologies and Introductions | | | Chairman |
| 2. | 12:50 | <ul style="list-style-type: none"> • Minutes of the Annual General Meeting held on 24 March 2020 (<i>Appendix A</i>) | | | Chairman |
| APPROVAL OF FINANCIAL AND GOVERNANCE STATEMENTS AND RETURNS 2020/21 | | | | | |
| 3. | 12:55 | <ul style="list-style-type: none"> • Internal Audit <ul style="list-style-type: none"> ○ To note the Annual Internal Audit Report 2020/21 (<i>Appendix B</i>) • Annual Governance Review <ul style="list-style-type: none"> ○ To approve the Annual Governance Framework 2020/21 (<i>Appendix C</i>) • Annual Governance and Accountability Return 2020/21 <ul style="list-style-type: none"> ○ To approve the Annual Governance and Accountability Return 2020/21 (<i>Appendix D</i>) • Statement of Accounts 2020/21 <ul style="list-style-type: none"> ○ To approve the Statement of Accounts 2020/21 (<i>Appendix E</i>) | | | AW |
| NOMINATIONS AND ELECTIONS FOR 2021/22 | | | | | |
| 4. | 13:05 | <ul style="list-style-type: none"> • Election of the Chair of the Board | | | PA |
| 5. | | <ul style="list-style-type: none"> • Appointment of the Vice-Chair of the Board | | | PA |
| 6. | 13:10 | <ul style="list-style-type: none"> • Record of Members' attendances at meetings since the last Annual General Meeting (<i>Appendix F</i>) | | | Chairman |
| 7. | 13:15 | <ul style="list-style-type: none"> • Appointment of the Executive Committee <ul style="list-style-type: none"> ○ 4x Secretary of State Members to serve the second year of their 3-year term: <ul style="list-style-type: none"> ▪ Brendan McCarthy, Cate Le Grice Mack, Graham Hopkins, Ed Macalister-Smith ○ 3x Local Authority Members to serve the second year of their 3-year term: <ul style="list-style-type: none"> ▪ Paul Crossley, Mike Dean, Clive Webster | | | Chairman |

| | | | | |
|-----------------------------|-------|---|---|----------|
| | | <ul style="list-style-type: none"> ○ 1x Parish Council Member to serve the second year of their 3-year term: <ul style="list-style-type: none"> ▪ Rebecca Charley ○ Local Authority nominations to the Executive Committee to serve for a 2-year term: <ul style="list-style-type: none"> ▪ Phil Chapman – Cherwell District Council ○ Parish Council nominations to continue for a second year: <ul style="list-style-type: none"> ▪ Amanda Davis – Parish Group ▪ David Broad – Parish Group <p>A vote will be held at the meeting</p> | | |
| 8. | 13:30 | <ul style="list-style-type: none"> ● Appointment to Sub-Committee and Working Groups | <ul style="list-style-type: none"> ● Finance & Governance Sub-Committee <ul style="list-style-type: none"> ○ Brendan McCarthy ○ Paul Crossley ○ Ed Macalister-Smith ● Fundraising Working Group <ul style="list-style-type: none"> ○ Phil Chapman ○ Brendan Costelloe ○ Ben Dent ○ Liz Eyre ○ John Swanton ● Planning & Infrastructure Working Group <ul style="list-style-type: none"> ○ Cate Le Grice-Mack ○ Graham Hopkins ○ John Swanton | Chairman |
| FUTURE MEETING DATES | | | | |
| 9. | 13:40 | <ul style="list-style-type: none"> ● Date of next Annual General Meeting : Tuesday 21 June 2022 | | Chairman |
| 10. | 13:45 | <ul style="list-style-type: none"> ● Schedule of Meetings for the remainder of 2021/22 (<i>Appendix G</i>) ● Schedule of Meetings for 2022/23 (<i>Appendix H</i>) | | Chairman |