**COTSWOLDS CONSERVATION BOARD**



**Fifty-Fourth Meeting of the Board**

**10.00 a.m., Tuesday 26th March 2019**

**Council Chamber, Cotswold District Council Offices,**

**Trinity Road, Cirencester**

|  |
| --- |
| NOTES:   1. It is requested that MOBILE TELEPHONES be switched off or set to ‘silent’ during the meeting. 2. To optimise meeting time, Members are asked to read the agenda papers **in advance**; and to contact the reporting officer(s) for any clarifications or further information. |

**AGENDA**

1. **Apologies**

2. **Introductions and Announcements**

3. **Declarations of Interest**

4. **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 Board Meeting**

**(Page 1)**

To approve as a correct record the Minutes of the Meeting of the Board held on 6th December 2018 (copy attached).

6. **Minutes of Executive Committee Meeting**

**(Page 10)**

To receive the Minutes of the Meeting of the Executive Committee held on 26th February 2019 (copy attached).

7. **Cotswolds LEADER Programme Update and Presentation**

**(Page 22)**

**Summary:** To present an update on the progress of the LEADER Programme.

*Recommendation:*

*That the update report be noted.*

**Officer Ref:** James Webb, LEADER Programme Manager, (01451) 862033.

8. **Business Plan 2019/20 - 2021/22**

**(Page 27)**

**Summary:** To present for consideration and adoption draft 5 of the Business Plan for 2019/22.

*Recommendation:*

1. *That the fifth draft of the outward facing 2019/22 Business Plan be adopted for dissemination to partners and use as a supportive bidding document;*
2. *that the Executive Committee reviews the level of detail of the financial information it receives when considering quarterly reports and drafts of subsequent business plans.*

**Officer Ref:** Simon Smith, Project Development and Business Planning Officer

9. **Draft Position Statement on Dark Skies and Artificial Light**

**(Page 47)**

**Summary:** To present a draft position statement on Dark Skies and Artificial Light for adoption.

*Recommendation:*

*That, subject to any agreed amendments, the draft Dark Skies and Artificial Light Position Statement is adopted****.***

**Officer Ref:** Mark Connelly, Land Management Officer (01451 862006) and

George Lambrick, Board Member

10. **Dark Position Statement on Conserving and Celebrating Cultural Capital in the Cotswolds AONB**

**(Page 67)**

**Summary:** To present for adoption a draft position statement on Conserving and Celebrating Cultural Capital in the Cotswolds AONB.

*Recommendations:*

*(a) That, subject to any agreed amendments, the draft Position Statement on Conserving and Celebrating Cultural Capital in the Cotswolds AONB is adopted by the Board for external consultation and discussion;*

*(b) that further steps are taken to explore the potential of a cultural capital approach to services and benefits that the AONB provides.*

**Officer Ref:** George Lambrick, Board Member and Mark Connelly, Land Management Officer (01451 862006)

11. **Potential Research Partnership with University of Oxford**

**(Page 84)**

**Summary:** To outline a potential research partnership with the University.

*Recommendation:*

*That progress be noted and supported by Board Members with links to the University where appropriate.*

Officer Ref: Martin Lane, Director (01451 862000)

12. **Updates**

1. **Task and Finish Groups and Working Groups**

**(Page 89)**

**Summary:** To receive a progress update on the Board’s Task and Finish Groups and Working Groups.

*Recommendation:*

*That the progress updates be noted.*

**Officer Ref:** Martin Lane, Director (01451 862000)

(**b) Cotswolds Discovery Centre Partnership Board**

**(Page 93)**

**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 862000)

13. **Related Party Transactions, Register of Interests and Trustee Liability Declarations**

**(Oral Report)**

**Officer Ref:** Martin Lane, Director (01451 862000)

14. **Health and Safety Policy Review**

**(Page 94)**

**Summary:** A revised Health & Safety Policy.

*Recommendation:*

*The Executive Committee recommends that the Board adopt the revised Health & Safety Policy.*

**Officer Ref:** Martin Lane, Director (01451 862000)

15. **External Audit Report 2017/18**

**(Page 98)**

**Summary:** To report the results of the external audit of the Annual Return 2017/18.

*Recommendation:*

*The Executive Committee recommends that the Board notes the results of the external audit of the Annual Return for 2017/18.*

**Officer Ref:** Martin Lane, Director (01451 862000)

16. **Assets and Inventories Report**

**(Page 99)**

To review the Board’s policy and procedures in respect of its non-current assets.

*Recommendation:*

*The Executive Committee recommends that capital assets to be regarded as Fixed Assets within the Board’s accounts, with a threshold of £10,000.*

**Officer Ref:** Martin Lane, Director (01451 862000)

17. **Scheme of Members’ Allowances 2019/20**

**(To follow)**

**Officer Ref:** Nigel Adams, Monitoring Officer (01285 623202)

18. **Members’ Attendance at Meetings**

**(Oral Report)**

To receive an oral report on Members’ attendance, and determine appropriate action (if necessary).

**Officer Ref:** Nigel Adams, Monitoring Officer (01285 623202)

19. **Draft Agenda for the Executive Committee on 30th April 2019**

**(Page 101)**

20. **Date of Next Conservation Board Meeting - 25th June 2019**

21. **Other Business** - Such other business which, in the opinion of the Chairman, is urgent.

Martin Lane, Director: 20th March 2019

|  |
| --- |
| Note:  Should you be unable to attend the Meeting please forward your apologies to Ben Amor - telephone 01285 623236 or e-mail [ben.amor@cotswold.gov.uk](mailto:ben.amor@cotswold.gov.uk) |

(END)