

<b>Meeting title</b>	<b>COTSWOLDS NATIONAL LANDSCAPE BOARD – FINANCE AND GOVERNANCE SUB-COMMITTEE</b>		<b>Date</b>	<b>Tuesday 30 August 2022</b>
<b>Location</b>	Zoom (see joining details below)		<b>Time</b>	<b>10:00am-12:00pm</b>
<b>Members</b>	<u>Board Member:</u> Ed Macalister-Smith (Chair), Brendan McCarthy, Paul Crossley <u>Independent Member:</u> David Powell		<b>Officers Presenting</b>	Andy Parsons, Diane Bassett
<b>No.</b>	<b>Time</b>	<b>Item</b>	<b>Details</b>	<b>Owner</b>
1.	10:00	Introductory Matters	<ul style="list-style-type: none"> <li>Apologies</li> <li>Introductions</li> <li>Declarations of Interest</li> </ul>	Chair
2.	10:05	Finance and Governance Meeting 23 May 2022	<ul style="list-style-type: none"> <li>Approve, as a correct record, the Minutes of the Meeting of the Sub-Committee of 23 May 2022</li> <li>Actions Arising</li> </ul>	Chair
3.	10:10	Q1 Reports 2022/23	<ul style="list-style-type: none"> <li>Review the financial position of the organisation as at end of Q1 (30 June 2022)</li> </ul>	DB
4.	10:30	Cash-Flow Forecasting	<ul style="list-style-type: none"> <li>Review the draft cash-flow forecast for 2022/23</li> </ul>	DB
5.	10:40	Business Planning and Financial Forecasting	DISCUSSION ONLY – NO PAPERS <ul style="list-style-type: none"> <li>Update on the progress in preparing the Business Plan Framework 2023-26</li> <li>Three-year financial forecast – timescales and assumptions</li> </ul>	AP
6.	11:00	Treasury Management - Ethical Banking & Investments	<ul style="list-style-type: none"> <li>Review the New Forest NPA ‘Treasury Management Strategy’</li> <li>Discuss possible options for the CNL Board strategy and consideration of the Board’s position on ethical finance</li> </ul>	DB
7.	11:25	Health and Safety Policy	<ul style="list-style-type: none"> <li>To review the updated policy ahead of seeking Board adoption in October 2022</li> </ul>	AP
8.	11:30	Sub-Committee Terms of Reference (ToR)	<ul style="list-style-type: none"> <li>Review Sub-Committee activity against the agreed ToR</li> </ul>	Chair
<b>OTHER MATTERS</b>				
9.	11.45	Agree Next Steps	<ul style="list-style-type: none"> <li>Agree action points and responsibility</li> </ul>	Chair
10.	11:50	Forward Planning	<ul style="list-style-type: none"> <li>Draft agenda – next F &amp; G Committee meeting</li> </ul>	Chair
11.	11:55	Other Business	<ul style="list-style-type: none"> <li>Any business which, in the opinion of the Chairman, is urgent</li> </ul>	Chair
12.	12:00	Date of Next Meeting	<ul style="list-style-type: none"> <li>Monday 14 November 2022, 10am-12pm</li> </ul>	Chair

**Topic: Finance and Governance Sub-Committee**

Time: Aug 30, 2022 10:00am

Join Zoom Meeting

<https://us02web.zoom.us/j/82179691053?pwd=ZWc2dE4ybzMtWFhyTnppSlhSWlJlZz09>

Meeting ID: 821 7969 1053

Passcode: 104671