

Meeting title		COTSWOLDS NATIONAL LANDSCAPE BOARD ANNUAL GENERAL MEETING	Date	Tuesday 21 June 2022
Location		Cirencester Baptist Church, Chesterton Lane, Cirencester, GL7 1YE	Time	12:45pm-1:45pm
Board Members		All Board Members	Officer Support	Andy Parsons (AP) Diane Bassett (DB) Patrick Arran (PA) - Monitoring Officer
No.	Time	Item		Owner
1.	12:45	• Introductory Matters - Apologies and Introductions		Chairman
2.	12:50	• Minutes of the Annual General Meeting held on 22 June 2021 (<i>Appendix A</i>)		Chairman
APPROVAL OF FINANCIAL AND GOVERNANCE STATEMENTS AND RETURNS 2021/22				
3.	12:55	<ul style="list-style-type: none"> • Internal Audit <ul style="list-style-type: none"> ○ To note the Annual Internal Audit Report 2021/22 (<i>Appendix B</i>) • Annual Governance Review <ul style="list-style-type: none"> ○ To approve the Annual Governance Framework 2021/22 (<i>Appendix C</i>) • Annual Governance and Accountability Return 2021/22 <ul style="list-style-type: none"> ○ To approve the Annual Governance and Accountability Return 2021/22 (<i>Appendix D</i>) • Statement of Accounts 2021/22 <ul style="list-style-type: none"> ○ To approve the Statement of Accounts 2021/22 (<i>Appendix E</i>) 		DB
AMENDMENTS TO THE BOARD'S CONSTITUTION				
4.	13:05	<ul style="list-style-type: none"> • Role and Functions of the Board (terms of reference) <ul style="list-style-type: none"> ○ To approve the amendments (<i>Appendix F</i>) • Role and Functions of the Executive Committee (terms of reference) <ul style="list-style-type: none"> ○ To approve the amendments (<i>Appendix G</i>) 		Chairman Chairman
NOMINATIONS AND ELECTIONS FOR 2022/23				
5.	13:15	• Election of the Chair of the Board		PA
6.		• Appointment of the Vice-Chair of the Board		PA
7.	13:20	• Record of Members' attendances at meetings since the last Annual General Meeting (<i>Appendix H</i>)		Chairman
8.	13:25	<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 final year of their 3-year term: <ul style="list-style-type: none"> ▪ Brendan McCarthy, Cate Le Grice Mack, Graham Hopkins, Ed Macalister-Smith ○ 2x Local Authority Members to serve the final year of their 3-year term: <ul style="list-style-type: none"> ▪ Paul Crossley, Clive Webster 		Chairman

		<ul style="list-style-type: none"> ○ 2x Local Authority Members to serve the final year of their 2-year term: <ul style="list-style-type: none"> ▪ Phil Chapman, Andy Graham ○ 2x Parish Council Members to serve the final year of their 3-year term: <ul style="list-style-type: none"> ▪ Rebecca Charley, David Broad 		
9.	13:35	<ul style="list-style-type: none"> • Appointment to Sub-Committee and Working Groups 	<ul style="list-style-type: none"> • Finance & Governance Sub-Committee • Climate Change Working Group • Projects and Fundraising Working Group • Health, Wellbeing and Social Inclusion • Planning and Infrastructure Working Group 	Chairman
FUTURE MEETING DATES				
10.	13:40	<ul style="list-style-type: none"> • Date of next Annual General Meeting : June 2023 		Chairman
11.	13:45	<ul style="list-style-type: none"> • Schedule of Meetings for the remainder of 2022/23 (<i>Appendix I</i>) • Schedule of Meetings for 2023/24 (<i>Appendix J</i>) 		Chairman