

**MAIDSTONE BOROUGH COUNCIL**

**COBTREE MANOR ESTATE CHARITY COMMITTEE**

**MINUTES OF THE MEETING HELD ON  
FRIDAY 20 NOVEMBER 2009**

**Present:** Councillor Garland (Chairman), and  
Councillors Ash, Greer and Mrs Ring

26. APOLOGIES FOR ABSENCE

There were no Apologies for Absence.

27. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

28. DISCLOSURES BY MEMBERS AND OFFICERS

Councillor Ash disclosed a personal interest in Item 8 – Preparation of Master Plan as the appointed consultant had designed his son's garden.

The Cobtree Officer disclosed a personal and prejudicial interest in Item 18 as the report was regarding the continuation of his employment as the Cobtree Officer.

29. DISCLOSURES OF LOBBYING

There were no disclosures of Lobbying.

30. EXEMPT ITEMS

RESOLVED: That the Items on Part II of the Agenda be taken in private as proposed.

31. MINUTES OF THE MEETING HELD ON 12 AUGUST 2009

RESOLVED: That the Minutes of the meeting held on 12 August 2009 be approved as a correct record and signed.

32. FINANCIAL POSITION 2009/10

The Committee considered the report of the Head of Finance regarding the financial position for the 2009/10 financial year.

Members raised concern regarding the overspend on the premises maintenance budget. Members were informed that this was due to a boiler failure.

RESOLVED:

1. That the current financial position as at 30 September 2009 be noted.
2. That Officers investigate the details of the boiler failure, including the costings, and circulation all information to Members.

33. PREPARATION OF MASTER PLAN

Adam Bailey, the Consultant appointed to prepare the master plan for Cobtree Manor Park, gave a brief presentation.

Mr Bailey circulated a preliminary plan and smaller plans highlighting some of the main areas – trim trail, play area and other ideas including the possibility of re-routing the bridle path. He would like to encourage greater use of the Park, up into the woodlands and further round.

The plans include increasing the car parking spaces to help cater for an increase in visitors. The plans include outside teaching areas for children, a new path into the woodland area, introduce a sculpture in the woodland and an expansion of the café areas to include an exhibition space.

Mr Bailey drew up the plans to ensure minimal impact in the Park, but making the best use of the space that is available.

Members asked for copies of the plans to be sent to them so that they can look at the detail.

RESOLVED:

1. That a full report with final designs and budget costings will be brought to the January meeting of the Committee be noted.
2. That copies of the preliminary plan and smaller plans are circulated to Members.

34. PARK RANGER - PROGRESS REPORT

DECISION MADE:

1. That the progress report be noted and that a progress report on the work of the Park Ranger be submitted to each meeting of the Cobtree Manor Estate Charity Committee.
2. That an allocation be made in the 2010/11 budget estimates for the printing of 5,000 Cobtree Park leaflets.

For full details of this Record of Decision, please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

35. WILDLIFE SURVEYS

DECISION MADE:

That the sum of £1,500 be included in the estimates for 2010/11 to allow the engagement of the Medway Valley Countryside Partnership to undertake an extended Phase I Habitat Survey of the Cobtree Manor Park.

For full details of this Record of Decision, please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

36. COBTREE MANOR ESTATE - ACQUISITION OF THE SHARE OF THE COUNCIL IN THE RECEIPTS OF LAND

DECISION MADE:

1. That the proposed acquisition of the 2/9ths share in the receipts, income and expenses generated by Cobtree Manor Park Golf Course and, if considered appropriate, to the interests of the Charity (pending any decision made by the Charity Commission and recommendations to be set out in a further report submitted by officers) the legal interest in the land known as Cobtree Manor Park Golf Course be agreed, in principle.
2. That the matter be considered further following the receipt of comment from the Charity Commission; and
3. That, should the Charity Commission raise no objection in principle, Officers be instructed to seek a valuation to inform the further consideration in 2 above.

For full details of this Record of Decision, please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

37. ASSET MANAGEMENT PLAN - 2009/2011

DECISION MADE:

That the Asset Management Plan for the Charity known as Cobtree Manor Estate, attached as an Appendix to the report of the Cobtree Officer, be endorsed.

For full details of this Record of Decision, please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

38. COBTREE MANOR PARK - ADDITIONAL EXPENDITURE

DECISION MADE:

That the action taken by Officers, in consultation with the Chairman of the Committee, to authorise the following items of expenditure, be endorsed:-

- (i) A 50% contribution amounting to £1,750 towards the cost of re-laying tarmacadam at the entrance to the Cobtree Manor Park following the installation of replacement gates by the Cobtree Charity Trust Limited; and
- (ii) £300 for the installation of a baby change facility in the ladies toilet area at the Cobtree Manor Park.

For full details of this Record of Decision, please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

39. COBTREE MANOR PARK - FURTHER EXPENDITURE

DECISION MADE:

That the following further items of expenditure be endorsed:-

- 4. £1,250 towards the cost of levelling, tidying works and installation of wooden posts at the entrance to Cobtree Manor Park; and
- 5. £15 for the purchase of bait to be used by the Park Ranger to monitor wildlife at Cobtree Manor Park.

For full details of this Record of Decision, please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

40. DATES FOR FUTURE MEETINGS

DECISION MADE:

That the dates of future meetings of the Cobtree Manor Estate Charity Committee (to be held at 2.30 pm) be agreed as follows:-

13 January 2010  
24 March 2010  
7 July 2010  
20 October 2010  
24 November 2010

For full details of this Record of Decision, please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

41. COBTREE MANOR GOLF COURSE - BUGGY PATH

DECISION MADE:

1. That the request by Mytime Active for a contribution of £57,945 towards the cost of constructing an all-weather buggy path at the Cobtree Manor Park Golf Course be refused.
2. That Officers be instructed to discuss the possible extension of the Lease of the Cobtree Manor Park Golf Course with Mytime Active and to report back to a future meeting of the Committee.

For full details of this Record of Decision, please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

42. EXCLUSION OF THE PUBLIC FROM THE MEETING

**RESOLVED:** That the public be excluded from the meeting for the following items of business because of the likely disclosure of exempt information for the reason specified:-

**Head of Schedule 12A  
and Brief Description**

Exempt Report of the Cobtree Officer –  
Electricity Charges

3 – Financial/Business  
Affairs  
5 – Legal Professional  
Privilege/Legal Proceedings

Exempt Report of the Director of Prosperity  
and Regeneration – Cobtree Officer

3 – Financial/Business  
Affairs

43. ELECTRICITY CHARGES

For full details of the Exempt Decision Made (restricted access only), please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

44. COBTREE OFFICER

For full details of the Exempt Decision Made (restricted access only), please follow this link:

<http://meetings.digitalmaidstone.co.uk/ieListDocuments.aspx?CIId=136&MId=624&Ver=4>

45. DURATION OF MEETING

2.00 p.m. to 3.57 p.m.