

MAIDSTONE BOROUGH COUNCIL

COBTREE MANOR ESTATE CHARITY COMMITTEE

MINUTES OF THE MEETING HELD ON 8 JUNE 2011

Present: **Councillor J. A. Wilson (Chairman) and
Councillors Garland, Greer and Hotson**

Also Present: **Mr R Hext and Mr L Martin –
Cobtree Charity Trust Limited**

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

3. ELECTION OF CHAIRMAN

RESOLVED: That Councillor J A Wilson be elected Chairman of the Committee for the municipal year 2011/12.

4. ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Garland be elected Vice-Chairman of the Committee for the municipal year 2011/12.

5. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members and Officers.

6. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

7. EXEMPT ITEMS

RESOLVED: That the items be taken in public as proposed.

8. MINUTES OF THE MEETING HELD ON 9 MARCH 2011

RESOLVED: That the minutes of the meeting held on 9 March 2011 be approved as a correct record and signed.

9. MATTERS ARISING

Minute 49 – Funding Proposals for the Master Plan – Cobtree Manor Park
The Assistant Director of Environment and Regulatory Services reported that the Charity Commission had been approached to release funds from the permanent endowment and a response was awaited. The Officers had also met with the Heritage Lottery which had indicated that it could make funds available but would not be happy to see the scheme start in part before it had considered a bid. He indicated that he would report on the options available to the Committee at a special meeting to be held before Cabinet on 13 July 2011.

10. ACCOUNTS 2010/11

The Committee considered the report of the Head of Finance and Customer Services regarding the Accounts 2010/11.

RESOLVED: That draft Report and Financial Statement for the financial year 2010/11 be noted.

11. PARK RANGER PROGRESS REPORT

The Committee considered the report of the Cobtree Officer setting out the work of the Park Ranger since the last meeting of the Committee.

RESOLVED: That the actions taken by the Park Ranger as detailed in Appendix A to the report of the Cobtree Officer be noted.

12. GARDEN COTTAGE FINAL ACCOUNT

The Committee considered the report of the Cobtree Officer setting out the final costs arising from the underpinning works at Garden Cottage including additional costs funded from the contract contingency sum.

RESOLVED: That the final account for the underpinning works at Garden Cottage including the additional costs which were required to be met from the contract contingency fund be noted.

13. COBTREE MANOR ESTATE - RISK MANAGEMENT

DECISION MADE

That the Charity's Risk Assessment document 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.maidstone.gov.uk/mgConvert2PDF.aspx?ID=457&T=5>

14. ASSET MANAGEMENT PLAN 2011/14

DECISION MADE

That the Asset Management Plan for the Charity known as the 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.maidstone.gov.uk/mgConvert2PDF.aspx?ID=458&T=5>

15. GUIDED TOUR OF THE ESTATE

The Committee considered the report of the Cobtree Officer on the annual guided tour of the Cobtree Estate to be arranged for September.

RESOLVED: That it be noted that a date will be set in early September for the annual guided tour of the Cobtree Estate and that other Members of the Council, the Trustees to the Cobtree Charity Trust Limited and those Officers most closely associated with the operation of the Cobtree Estate will be invited on the basis set out in Appendix B to the report of the Cobtree Officer.

16. MR BRIAN LATIMER, COBTREE OFFICER - VOTE OF THANKS

The Committee was informed that Mr Brian Latimer was leaving the post of Cobtree Officer.

RESOLVED: That the thanks of the Committee be given to Mr Latimer for the work he has undertaken at the Cobtree Estate for many years.

17. DURATION OF MEETING

5.00 p.m. to 5.27 p.m.