

## **MAIDSTONE BOROUGH COUNCIL**

### **COBTREE MANOR ESTATE CHARITY COMMITTEE**

#### **MINUTES OF THE MEETING HELD ON 11 JANUARY 2012**

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

39. APOLOGIES FOR ABSENCE

There were no apologies for absence.

40. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

41. DISCLOSURES BY MEMBERS AND OFFICERS

Ms Joanna Joyce, Acting Cobtree Officer, disclosed an interest in the exempt report of the Assistant Director of Environment and Regulatory Services relating to the appointment of the Cobtree Officer by virtue of being the prospective post holder.

42. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

43. EXEMPT ITEMS

RESOLVED: That the item on Part II of the agenda be taken in private as proposed.

44. MINUTES OF THE MEETING HELD ON 9 NOVEMBER 2011

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

45. FINANCIAL POSITION 2011/12

The Committee considered the report of the Head of Finance and Customer Services setting out details of the financial position in respect of the Golf Course and Manor Park as at 30 November 2011.

Investments

It was noted that the market value of the investments held with Charifund had increased to £1.281m, which was just below the purchase value.

## Loan Repayment

It was noted that following the audit of the 2010/11 accounts there was still a sum owing to the Borough Council, but this would not cause any operational issues and the Charity would become debt free during 2011/12.

RESOLVED: That the financial position in respect of the Golf Course and Manor Park be noted.

### 46. RESPONSE TO MANAGEMENT LETTER 2010/11

#### DECISION MADE

That the draft response to the Management Letter issued at the conclusion of the audit of the 2010/11 accounts, as set out in Appendix B to the report of the Head of Finance and Customer Services, be approved.

To view full details of this decision, please follow this link:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=535>

### 47. DEALING WITH FUTURE SURPLUSES

#### DECISION MADE

That the annual surplus be invested with Charifund until the final options for funding the Master Plan are confirmed.

To view full details of this decision, please follow this link:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=536>

Arising from the discussion on this report, the Parks and Leisure Manager advised the Committee that the bid submitted to the Heritage Lottery Fund Parks for People scheme for funding of £500,000 towards the cost of implementing the proposed enhancements and improvements to the Cobtree Manor Park set out in the revised Master Plan had been refused. A report reviewing the options for funding and implementing the works would be submitted to the next meeting of the Committee.

### 48. PARK RANGER'S PROGRESS REPORT

#### DECISION MADE

1. That the work undertaken by the Park Ranger and the future work planned, as set out in Appendix A to the report of the Assistant Director of Environment and Regulatory Services, be noted.
2. That the draft programme of events for the coming year, as set out in Appendix B to the report of the Assistant Director of Environment and Regulatory Services, be endorsed and that the sum of £2,200 be

included in the estimates for 2012/13 to cover the cost of engaging external event leaders.

3. That the number of leaflets detailing events be increased from 2,000 to 3,000 for 2012 and that the sum of £450 be included in the estimates for 2012/13 to cover the cost of design and printing.

To view full details of this decision, please follow this link:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=537>

49. INTRODUCTION OF ELECTRONIC GATE COUNTERS AT COBTREE MANOR PARK

DECISION MADE

1. That agreement be given to the introduction of electronic gate counters at the main entrance to Cobtree Manor Park in order to count the number of visitors coming into the Park by vehicle.
2. That agreement be given to expenditure of £2,005.50 to cover the cost of installing electronic gate counters at Cobtree Rural Park.
3. That the visitor figures should be reported to the Committee on a quarterly basis.

To view full details of this decision, please follow this link:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=538>

50. FEASIBILITY STUDIES TO INVESTIGATE POTENTIAL IMPROVEMENTS TO LAND LEASED TO THE MUSEUM OF KENT LIFE TRUST

DECISION MADE

1. That a feasibility study be commissioned to investigate the possibility of linking the towpath at Allington Lock with Cobtree Manor Park by a combined footpath and cycle way along the route shown on the plan attached as Appendix A to the report of the Assistant Director of Environment and Regulatory Services.
2. That a feasibility study be commissioned to investigate the possibility of providing allotments on land leased to the Museum of Kent Life, shown edged red on the plan attached as Appendix B to the report of the Assistant Director of Environment and Regulatory Services, opposite Cobtree Manor Park and adjacent to the proposed footpath and cycle way.

To view full details of this decision, please follow this link:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=539>

51. EXCLUSION OF THE PUBLIC FROM THE MEETING

RESOLVED: That the public be excluded from the meeting for the following item of business because of the likely disclosure of exempt information for the reason specified, having applied the Public Interest Test:-

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

Exempt Report of the Assistant Director of Environment and Regulatory Services – Appointment of the Cobtree Officer	1 – Information re. Individual
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52. APPOINTMENT OF THE COBTREE OFFICER

DECISION MADE

That Ms Joanna Joyce be appointed as the Cobtree Officer subject to the recommendations made by Messrs King and Taylor, who act as external auditors to the Charity known as the Cobtree Manor Estate, as outlined in the exempt report of the Assistant Director of Regulatory and Environmental Services and set out below.

To view full details of this decision, please follow this link:-

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=540>

53. DURATION OF MEETING

5.00 p.m. to 5.40 p.m.