

MAIDSTONE BOROUGH COUNCIL

COBTREE MANOR ESTATE CHARITY COMMITTEE

MINUTES OF THE MEETING HELD ON 10 JULY 2013

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

1. **APOLOGIES FOR ABSENCE**

It was noted that apologies for absence had been received from Mr Richard Corben, the Chairman of the Cobtree Charity Trust Limited.

2. **NOTIFICATION OF VISITING MEMBERS**

There were no Visiting Members.

3. **ELECTION OF CHAIRMAN**

RESOLVED: That Councillor J A Wilson be elected as Chairman of the Committee for the Municipal Year 2013/14.

4. **ELECTION OF VICE-CHAIRMAN**

RESOLVED: That Councillor Greer be elected as Vice-Chairman of the Committee for the Municipal Year 2013/14.

5. **DISCLOSURES BY MEMBERS AND OFFICERS**

There were no disclosures by Members or Officers.

6. **DISCLOSURES OF LOBBYING**

There were no disclosures of lobbying, although it was noted that Boxley Parish Council wished to be kept informed of progress in relation to the possible allocation of land to the south of Forstal Road for development.

7. **EXEMPT ITEMS**

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

8. **MINUTES OF THE MEETING HELD ON 13 MARCH 2013**

RESOLVED: That the Minutes of the meeting held on 13 March 2013 be approved as a correct record and signed.

9. CHARITY KNOWN AS THE COBTREE MANOR ESTATE - ACCOUNTS 2012/13

The Committee considered the report of the Head of Finance and Resources setting out the un-audited Report and Financial Statement for the financial year 2012/13. It was noted that:-

- The draft Report and Financial Statement had been produced in accordance with the Charity Accounting Statement of Recommended Practice.
- The net deficit on the operation of the Golf Course and the Manor Park was £171,062, compared to a net surplus of £122,100 during 2011/12. However, this included capital expenditure of £296,742 in relation to the implementation of Phase 1 of the Cobtree Manor Park Master Plan. Excluding the capital expenditure and investment income of £72,147, the operation of the Golf Course and the Manor Park made a net surplus of £53,538 for 2012/13. These figures were provisional as the accounts were still subject to external audit.
- The capital expenditure would be funded by making a withdrawal from the permanent endowment funds invested in Charifund, as agreed by the Charity Commission. This was shown as a creditor due to Maidstone Borough Council on the Balance Sheet as the expenditure was incurred by the Council on behalf of the Trust.
- There were no asset disposals during 2012/13, and none of the assets held were subject to revaluation.
- The market value of the Charifund investment had risen significantly during 2012/13 to £1,526,936 at 31 March 2013, compared to a value of £1,328,166 at 31 March 2012. The purchase value of the investments held was £1,290,000, so the market value remained greater than this figure at the Balance Sheet date.

RESOLVED: That the draft Report and Financial Statement for the financial year 2012/13 be noted prior to audit.

10. CHARITY KNOWN AS THE COBTREE MANOR ESTATE - FINANCIAL POSITION 2013/14

The Committee considered the report of the Head of Finance and Resources setting out details of the financial position in respect of the Golf Course and the Manor Park as at 31 May 2013. The report also included details of capital expenditure and total investments held. It was noted that:-

- No significant financial issues had arisen during June and both the Golf Course and the Manor Park were running within budget at present. The market value of the endowment funds invested with Charifund had risen to £1.577m.

- The budget for the implementation of the Master Plan had been set at £1.065m. To date there had been expenditure of £547,083 on Phase 1 works, and funding to the value of £296,000 was being drawn down from the endowment fund to cover the expenditure in the 2012/13 financial year.

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

11. COBTREE ESTATE PROGRESS REPORT

DECISION MADE:

1. That the progress report on the works undertaken across the Cobtree Estate during the period March – July 2013, attached as Appendix A to the report of the Cobtree Officer, be noted.
2. That the appointment of Mr Jason Mulligan, the winning artist, by competition, in respect of the installation of the sculptures as part of the phase 2 works under the Master Plan, be endorsed.
3. That the design concept for Cobtree Manor Park visitor centre/café as submitted by Guy Holloway Architects be approved thereby endorsing the choice of Guy Holloway Architects as Architects for the scheme, made through earlier competition.
4. That the Officers be authorised to submit a planning application for the visitor centre/café and to undertake all actions in relation to that application.

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

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?AIId=15486>

12. COBTREE MANOR ESTATE - RISK MANAGEMENT

DECISION MADE:

That the Charity's Risk Assessment documents attached as Appendices A and B to the report of the Cobtree Officer be endorsed.

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

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?AIId=15485>

13. LAND TO THE SOUTH OF FORSTAL ROAD, MAIDSTONE

DECISION MADE:

1. That agreement be given in principle to the land to the south of Forstal Road, shown edged red on the plan attached as an Appendix to the report of the Cobtree Officer, being initially considered as part

of the promotion of various land parcels under the Local Plan process but on the basis that the Committee will make a final decision only when it has received a further report outlining in detail all of the options available to it.

2. That guidance be sought from the Charity Commission regarding the possible allocation of this land for development.

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

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?AIId=15519>

14. DURATION OF MEETING

5.30 p.m. to 5.45 p.m.