

THE CHARITY KNOWN AS COBTREE MANOR ESTATE

COBTREE MANOR ESTATE CHARITY COMMITTEE

8 JUNE 2011

REPORT OF THE COBTREE OFFICER

Report Prepared by: Brian Latimer – Cobtree Officer

1. COBTREE MANOR ESTATE – GUIDED TOUR OF THE ESTATE

1.1 Issue for Decision

1.1.1 To note that the annual guided tour of the Cobtree Estate is be arranged for September.

1.2 Recommendation of the Cobtree Officer

1.2.1 It is recommended that Members:

- (i) Note that a date will be set in early September for the annual guided visit to the Cobtree Estate; and
- (ii) Agree to invite 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 to participate in the tour.

1.3 Reasons for Recommendation

1.3.1 Members of the Committee have made annual tours of the Cobtree Estate to see as a group what is happening and to give themselves a clearer understanding of the specific issues associated with the site. It is recommended that Members note that a date will be arranged to conduct a tour in September.

1.3.2 From past experience a tour will take approximately three to four hours; depending on the wishes of Members. Last year Members elected not to visit the golf course. However, previous tours finished at the Clubhouse where the opportunity was taken by Members to discuss informally any issues which had arisen during the tour and to take appropriate light refreshments.

1.3.3 The Committee has usually extended an invitation to Members of the Council to attend; this gives all Members an opportunity

to develop their understanding of the Estate and the operation of the Charity. Members are asked to note that a similar invitation will be extended this year once a time and date have been identified.

1.3.4 In the new spirit of cooperation which Members of this Committee are continuing to develop with the Cobtree Charity Trust Limited, Members are asked to note that an invitation will again be extended to its Trustees.

1.3.5 Officers of the Council most closely associated with the operation of the Cobtree Estate have attended the tour and Members area again asked to note this approach, as it ensures all areas of the Council's involvement in the Estate can be covered should a Member raise a question.

1.3.6 A sample programme is attached at **Appendix D**; this is, of course, only a suggestion and can be amended dependant upon the wishes of Members.

1.4 Alternative Action and why not Recommended

1.4.1 The alternative course of action is to not agree to the site tour. This is not recommended as previous Members of the Committee have found such tours to be extremely valuable in developing their understanding of the Charity, its functioning and identifying where further action may be needed.

1.5 Impact on Charity Objects

1.5.1 The site tour is designed to further Members appreciation of the work of the Charity and reinforces their understanding of its objects.

1.6 Risk Management

1.6.1 The proposed site tour will help Members better understand the risks involved in the operation of the Charity.

1.7 Other Implications

1.7.1

Financial	X
Staffing	X
Legal	
Social Inclusion	

Considerations for Disabled Persons X
Environmental/Sustainable Development
Community Safety
Human Rights Act
Procurement

- 1.7.2 There will be a small cost to the Charity if Members decide to take light refreshments at the Cobtree Golf Course; tea and biscuits would result in a modest cost to the Charity.
- 1.7.3 The principal officers involved in servicing the Committee have accompanied Members on the tour to provide additional information and comment where required.
- 1.7.4 The tour is not entirely suitable for persons with limited mobility. However, depending on weather conditions, appropriate arrangements, and modifications to the programme, can be made to reasonably accommodate any persons with limited mobility.

Background Documents

NO REPORT WILL BE ACCEPTED WITHOUT THIS BOX BEING COMPLETED

Is this a Key Decision? Yes No

If yes, when did it appear in the Forward Plan? _____

Is this an Urgent Key Decision? Yes No

Reason for Urgency

APPENDIX D

Draft programme

14.00 Meet with other invitees in the Car Park at Cobtree Manor Park

Visit and/or comment on the following site locations:

1. Paddock leased to Museum of Kent Life (Continuum)
2. Cobtree Manor Park main entrance, kiosk and paddock
3. Woodland walk
4. Upper paddock and Lama House
5. Grazing paddock
6. White and Stream Cottages
7. Cobtree Golf Course

16.00 Refreshments/discussion/meet golf contract operator

16.30 Disperse.