

# AGENDA

## COBTREE MANOR ESTATE CHARITY COMMITTEE MEETING



Date: Wednesday 11 July 2012

Time: 6.00 p.m.

Venue: Town Hall, High Street,  
Maidstone

Membership:

Councillors Garland, Greer, Hotson and  
J.A. Wilson

---

Page No.

1. Apologies for Absence
2. Notification of Visiting Members
3. Election of Chairman
4. Election of Vice-Chairman
5. Disclosures by Members and Officers
6. Disclosures of Lobbying

**Continued Over/:**

---

**Issued on 3 July 2012**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEBBIE SNOOK on 01622 602030**. To find out more about the work of the Committee, please visit [www.maidstone.gov.uk](http://www.maidstone.gov.uk)

**Alison Broom, Chief Executive, Maidstone Borough Council,  
Maidstone House, King Street, Maidstone, Kent ME15 6JQ**

7.	To consider whether any items should be taken in private because of the possible disclosure of exempt information.	
8.	Minutes of the meeting held on 14 March 2012	1 - 3
9.	Report of the Head of Finance and Customer Services - Cobtree Manor Estate Trust Accounts 2011-12	4 - 25
10.	Report of the Cobtree Officer - Cobtree Manor Park Master Plan Play Area Phase Two	26 - 32
11.	Report of the Cobtree Officer - Park Ranger's Progress Report	33 - 37
12.	Report of the Cobtree Officer - Cobtree Manor Estate Risk Management Annual Review	38 - 64
13.	Report of the Cobtree Officer - Asset Management Plan 2011/14	65 - 80
14.	Report of the Cobtree Officer - Proposed Designation of Westfield Wood as a Local Nature Reserve	81 - 86
15.	Report of the Cobtree Officer - Surrender of the Lease of 4 Stream Cottages, Forstal Road, Maidstone	87 - 89