

# **THE CHARITY KNOWN AS COBTREE MANOR ESTATE**

## **COBTREE MANOR ESTATE CHARITY COMMITTEE**

**20 NOVEMBER 2009**

### **REPORT OF THE COBTREE OFFICER**

**Report Prepared by: Brian Latimer – Cobtree Officer**

#### **1. DATES FOR FUTURE MEETINGS**

##### **1.1 Issue for Decision**

1.1.1 To consider possible dates for future meetings of the Committee.

##### **1.2 Recommendation of the Cobtree Officer**

1.2.1 It is recommended that the proposals set out in the report be endorsed.

##### **1.3 Reasons for Recommendation**

1.3.1 A request has been received from the Cobtree Charity Trust Limited asking this Committee to give more advance notice through a programme dates for future meetings.

1.3.2 In the past the Committee has met on approximately five occasions through the year. In addition to reports which arise as required there are a number of regular reports which have considered at the following times:

Mid January	
late March	- estimates and review of risk assessments
early July	- meeting of new committee and site visit
Mid October	- review of Asset Management Plan
Late November	- confirmation of annual report and audited accounts

1.3.3 There will be a need for a meeting in Mid January 2010 to consider the initial draft of the proposed master plan before it is subjected to public consultation. Confirmation of the plan is anticipated at the meeting proposed for late March.

- 1.3.4 If Members are inclined to accede to the request it is suggested that future meetings be held in the weeks commencing:

11 January 2010  
22 March 2010  
5 July 2010  
18 October 2010  
22 November 2010

- 1.3.5 Meetings dates are set on the proviso that should there be no matters for consideration the proposed meeting would be cancelled.

1.4 Alternative Action and why not Recommended

- 1.4.1 The alternative course of action is to continue as over the past year with meeting being called at relatively short notice as required; this is not recommended as it does not give Members and visitors adequate time to organise their diaries effectively.

1.5 Impact on Charity Objects

- 1.5.1 This matter will have no impact on the objects of the Charity.

1.6 Risk Management

- 1.6.1 There is limited impact on the risk management of the Charity's affairs.

1.7 Other Implications

1.7.1

Financial	<input type="checkbox"/>
Staffing	<input type="checkbox"/>
Legal	<input type="checkbox"/>
Social Inclusion	<input type="checkbox"/>
Considerations for Disabled Persons	<input type="checkbox"/>
Environmental/Sustainable Development	<input type="checkbox"/>
Community Safety	<input type="checkbox"/>
Human Rights Act	<input type="checkbox"/>
Procurement	<input type="checkbox"/>

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