

MAIDSTONE BOROUGH COUNCIL

COBTREE MANOR ESTATE CHARITY COMMITTEE

MINUTES OF THE MEETING HELD ON 14 NOVEMBER 2012

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

Also Present: Mr Richard Corben, Cobtree Charity Trust Limited

17. APOLOGIES FOR ABSENCE

It was noted that apologies for absence had been received from Councillor Greer.

18. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

19. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

20. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

21. EXEMPT ITEMS

RESOLVED: That the exempt Appendix to the report of the Assistant Director of Environment and Regulatory Services relating to the operation of the Kent Life Museum attraction be considered in public, but the information contained therein should remain private.

22. MINUTES OF THE MEETING HELD ON 11 JULY 2012

RESOLVED: That the Minutes of the meeting held on 11 July 2012 be approved as a correct record and signed.

23. CHARITY KNOWN AS THE COBTREE MANOR ESTATE - ACCOUNTS 2011/12

DECISION MADE:

1. That the Report and Financial Statements for the financial year 2011/12, including the Schedule of Adjustments and the Letter of Representation, all attached as Appendix A to the report of the Head of Finance and Customer Services, be approved.

2. That the Officers be requested to submit a report to the next meeting of the Committee setting out a suggested formal response to the Management Letter from the external auditors.

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

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=628>

Note: Councillor Hotson entered the meeting following consideration of this item.

24. CHARITY KNOWN AS THE COBTREE MANOR ESTATE - FINANCIAL POSITION 2012/13

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 the Manor Park as at 30 September 2012. The report also included details of capital expenditure, deposits held and total investments. It was noted that:-

- No significant financial issues had arisen during October/November to date and both the Golf Course and the Manor Park were operating within budget at present.
- The market value of the endowment funds invested with Charifund had fallen to £1.338m, but this was still higher than the purchase value. This was important as endowment funds would be drawn down to implement the Master Plan over the next few years.

The budget for the Master Plan had been set at £1.065m. To date there had been expenditure of £65,655 on Phase 1 works in relation to the play area, but no endowment funds had yet been drawn down.

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

25. PARK RANGER'S UPDATE AND MASTER PLAN PROGRESS REPORT

The Committee considered the report of the Cobtree Officer setting out details of the work of the Park Ranger over the period June-October 2012 and of the work planned for the autumn period. The report also included an update on the progress being made in relation to the implementation of the Master Plan project works. It was noted that planning permission had been granted for Phase 2 of the play area.

In response to questions, the Assistant Director of Environment and Regulatory Services advised Members that the projected increase in visitor numbers arising from the implementation of each phase of the Master Plan would be reported to the Committee in the New Year.

RESOLVED:

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 Cobtree Officer, be noted.
2. That the progress of the Master Plan project works, as set out in Appendix B to the report of the Cobtree Officer, be noted.

26. KENT LIFE

DECISION MADE:

1. That the Heads of Terms of the agreement to be entered into in relation to the operation of the Kent Life Museum attraction on behalf of the Cobtree Manor Estate Trust (CMET), as set out in the exempt Appendix to the report of the Assistant Director of Environment and Regulatory Services, be approved.
2. That the Assistant Director of Environment and Regulatory Services be given delegated authority, in consultation with the Chairman of the Cobtree Manor Estate Charity Committee, to authorise the Head of Legal Services to enter into an agreement with Continuum Kent Life Ltd. (Continuum) to operate the Kent Life Museum facility on behalf of CMET on the basis of the Heads of Terms referred to above.
3. That the Officers be thanked for their work on this initiative.

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

<http://meetings.maidstone.gov.uk/ieDecisionDetails.aspx?ID=629>

Note: Councillor Garland left the meeting during consideration of this item, having expressed his support for the proposal.

27. DURATION OF MEETING

5.45 p.m. to 6.15 p.m.