



Minutes of the Board Meeting of the Board of Conservators
Monday 29 November 2021 at 14:00
VIRTUAL MEETING - MS TEAMS

Present: Ms S McAll (Chair), Mrs R St Pierre (Vice Chair), Mr C de Mestre, Mr N Mawdsley, Cllr Roundell, Mr A Reid, Mr R Stogdon, Mrs S Tidy, Mr C Smith, Ms F Thomas, Mrs L Maudslay, Mrs E Riminton-Drury and Mr J Squire

In attendance: Mr J Adler (CEO) and Mrs K Dirs (Business Services Manager)

Minutes were taken by the Business Services Manager

Members of the public present: There were none

	Item	Action
	The Chair opened the meeting	
48/21	Apologies Cllr Howell. Cllr Pragnell joined at item 52/21.	
49/21	Declarations of any interest by Members of a Personal or Prejudicial Nature Mr de Mestre declared he is a commoner grazier and receives the BPS payment	
50/21	Outstanding Actions from previous meeting 1. Establish a Governance Working Group to review current Board Delegated Authorities and scheduling of Board/Committee meetings. Status: Deferred until 2022. 2. Publicise the Refreshment tender. Status: Complete 3. Arrange Extraordinary Public Board for 31 January 2022. Status: Complete	SMcA
51/21	To approve the minutes of the Board meeting of 25 October 2021 and matters arising The minutes had been circulated and assessed by the Board for accuracy. The minutes were duly received and were approved in accordance with Standing Order 2.6	
52/21	To receive the minutes of the Finance and Regulatory meeting of 15 November 2021 The minutes had been circulated and assessed by the Board for accuracy. Mr de Mestre spoke to the minutes, covering the Mid Term Financial Plan, the 2023 budget and the 2021/2022 Q2 finance summary. <i>52.01/21 To approve the budget 2022/2023</i> Mr de Mestre advised the overall deficit for 2022/2023 was £110,00 but this included preliminary income for the first years' operation of car parking charges - should parking charges be approved by the Board and assuming the medium revenue figures from business case. Without car parking charges, the expected deficit will increase to £180K. Mr de Mestre reminded Members that the £25k donation from TAFF (The Ashdown Forest Foundation) was restricted funding from the Gala Dinner in November 2019 and the money was for the improvement of facilities at the Forest Centre. The adoption of the budget was carried unanimously <i>52.02/21 To agree the Forest Rate for 2022/2023.</i> The Business Services Manager explained the proposed increase in the Forest Rate using the formula adopted by the Board in 2017 of CPI +1% or 5% - whichever is greater. The Board approved the increase of 5% unanimously.	

	<p>52.03/21 To agree fees and charges for 2022/2023</p> <p>The Business Services Manager recommended the proposed increase to fees and charges of 5% with the exception of Riding Permits which will increase by 2%.</p> <p>The Board unanimously approved the increase to fees and charges.</p> <p>The minutes were duly received and were approved in accordance with Standing Order 2.6</p>	
53/21	<p>The Executive Meeting of 19 November 2021</p> <p>The minutes had been circulated and assessed by the Board for accuracy.</p> <p>The minutes were duly received and were approved in accordance with Standing Order 2.6</p>	
54/21	<p>Proposed Board and Committee dates for 2022</p> <p>The CEO explained the proposed Board and Committee calendar for 2022 and advised an Extraordinary full public Board meeting will take place on 31 January 2022 for the final decision on the implementation of car parking charges. The proposed dates were accepted by the Board.</p>	
55/21	<p>The Ashdown Forest Foundation (TAFF)</p> <p>The Chair welcomed Mr Robin St Clair Jones, Trustee and Chair of the Ashdown Forest Foundation. Mr St Clair Jones addressed the Board and summarised the work of Trustees over the past few months, noting despite the pandemic, the charity had held a successful literary event at the Ashdown Park Hotel hosted by Natasha Kaplinsky. 140 tickets had been sold for the event which generated just over £3k. Mr St Clair Jones thanked Ms Riminton-Drury and Mr Julian Roup for their help organising the event and gave thanks to the Ashdown Park Hotel who had generously provided the use of their venue.</p> <p>Mr St Clair Jones continued that TAFF Trustees were holding a planning meeting on 14 December to discuss an ambitious calendar of events for 2022 but advised that administration support for the charity was greatly needed to turn ideas into reality. One of the flagship events is an open day at Cotchford Farm for the Platinum Jubilee weekend for which corporate sponsorship is being sought. It is hoped this event will secure the funds to provide staff to take TAFF to the next level. Other events being considered are quarterly literary events, a photographic competition for images for a calendar and a children's literature festival.</p> <p>Mr St Clair Jones explained TAFF are building up a network of people offering their skills in event management and fundraising and highlighted the importance of collaborative engagement with The Friends and the opportunity to host joint events.</p> <p>Mr St Clair Jones concluded his presentation advising he had met with a number of corporate sponsors and would also be meeting High Net Worth Individuals. A meeting with Isabella Tree and Sir Charles Burrell from the Knepp Estate had taken place and the Trustees hoped to learn from the pioneering success of their Wildland Foundation Charity.</p> <p>Members thanked Mr St Clair Jones for his detailed presentation and welcomed the ambition of the charity. An events schedule will be circulated to the Board once the planning meeting has taken place. ACTION: RSCJ/RSP</p>	RSP
56/21	<p>Any urgent Item of which the Clerk has noticed in order to pass to the elected Chair</p> <p>There was no other business and the Chair ended the meeting at 15:00</p>	

Chair _____

Clerk _____

31 January 2022