

Meeting title		COTSWOLDS NATIONAL LANDSCAPE BOARD ANNUAL GENERAL MEETING	Date Tuesday 21 June 2022
Location		Cirencester Baptist Church , Chesterton Lane, Cirencester, GL7 1YE	Time 12:45pm-1:45pm
Board Members		All Board Members	Officer Support Andy Parsons (AP) Diane Bassett (DB) Patrick Arran (PA) - Monitoring Officer
No.	Time	Item	Owner
1.	12:45	<ul style="list-style-type: none"> Introductory Matters - Apologies and Introductions 	Chairman
2.	12:50	<ul style="list-style-type: none"> Minutes of the Annual General Meeting held on 22 June 2021 (<i>Appendix A</i>) 	Chairman
APPROVAL OF FINANCIAL AND GOVERNANCE STATEMENTS AND RETURNS 2021/22			
3.	12:55	<ul style="list-style-type: none"> Internal Audit <ul style="list-style-type: none"> To note the Annual Internal Audit Report 2021/22 (<i>Appendix B</i>) Annual Governance Review <ul style="list-style-type: none"> To approve the Annual Governance Framework 2021/22 (<i>Appendix C</i>) Annual Governance and Accountability Return 2021/22 <ul style="list-style-type: none"> To approve the Annual Governance and Accountability Return 2021/22 (<i>Appendix D</i>) Statement of Accounts 2021/22 <ul style="list-style-type: none"> To approve the Statement of Accounts 2021/22 (<i>Appendix E</i>) 	DB
AMENDMENTS TO THE BOARD'S CONSTITUTION			
4.	13:05	<ul style="list-style-type: none"> Role and Functions of the Board (terms of reference) Role and Functions of the Executive Committee (terms of reference) <ul style="list-style-type: none"> To approve the amendments (<i>Appendix F</i>) 	Chairman
NOMINATIONS AND ELECTIONS FOR 2022/23			
5.	13:15	<ul style="list-style-type: none"> Election of the Chair of the Board 	PA
6.		<ul style="list-style-type: none"> Appointment of the Vice-Chair of the Board 	PA
7.	13:20	<ul style="list-style-type: none"> Record of Members' attendances at meetings since the last Annual General Meeting (<i>Appendix G</i>) 	Chairman
8.	13:25	<ul style="list-style-type: none"> Appointment of the Executive Committee <ul style="list-style-type: none"> 4x Secretary of State Members to serve the final year of their 3-year term: <ul style="list-style-type: none"> Brendan McCarthy, Cate Le Grice Mack, Graham Hopkins, Ed Macalister-Smith 2x Local Authority Members to serve the final year of their 3-year term: <ul style="list-style-type: none"> Paul Crossley, Clive Webster 2x Local Authority Members to serve the final year of their 2-year term: <ul style="list-style-type: none"> Phil Chapman, Andy Graham 	Chairman

		<ul style="list-style-type: none"> ○ 2x Parish Council Members to serve the final year of their 3-year term: <ul style="list-style-type: none"> ▪ Rebecca Charley, David Broad 		
9.	13:35	<ul style="list-style-type: none"> • Appointment to Sub-Committee and Working Groups 	<ul style="list-style-type: none"> • Finance & Governance Sub-Committee <ul style="list-style-type: none"> ○ Ed Macalister-Smith (SoS) ○ Brendan McCarthy (SoS) ○ Paul Crossley (LA) • Climate Change Working Group <ul style="list-style-type: none"> ○ Ben Dent (SoS) ○ Rosie Pearson (LA) ○ Graham Hopkins (SoS) ○ Isabel Ross (SoS) ○ Katherine Chesson (SoS) ○ Jane Hull (SoS) • Projects and Fundraising Working Group <ul style="list-style-type: none"> ○ John Swanton (SoS) ○ Ben Dent (SoS) ○ Brendan Costelloe (SoS) ○ Phil Chapman (LA) • Health, Wellbeing and Social Inclusion <ul style="list-style-type: none"> ○ Amanda Davis (PC) ○ Martin Mitchell (PC) ○ Katherine Chesson (SoS) ○ Ben Stokes (LA) • Planning & Infrastructure Working Group <ul style="list-style-type: none"> ○ Liz Hodges (PC) ○ Sue Crawford (SoS) ○ Cate Le Grice-Mack (SoS) ○ Steve Bucknell (LA) ○ Garry King (SoS) 	Chairman
FUTURE MEETING DATES				
10.	13:40	<ul style="list-style-type: none"> • Date of next Annual General Meeting: Tuesday 20 June 2023 		Chairman
11.	13:45	<ul style="list-style-type: none"> • Schedule of Meetings for the remainder of 2022/23 (<i>Appendix H</i>) • Schedule of Meetings for 2023/24 (<i>Appendix I</i>) 		Chairman