

<b>Meeting Title</b>		<b>COTSWOLDS CONSERVATION BOARD MEETING</b>		<b>Date</b> <b>Wednesday 7 October 2020</b>
<b>Location</b>		<b>Zoom Conference Call</b> <i>Joining details will be sent to attendees separately</i>		<b>Time</b> <b>10:00am-1:00pm</b>
<b>Board Members</b>		All Board Members		<b>Officers</b> Andy Parsons (AP) Ann Wyatt (AW) Alana Hopkins (AH) Simon Smith (SS)
<b>No.</b>	<b>Time</b>	<b>Item</b>	<b>Details</b>	<b>Owner</b>
1.	10:00	Introductory Matters	<ul style="list-style-type: none"> <li>• Apologies</li> <li>• Introductions and Announcements</li> <li>• Declarations of Interest</li> <li>• Public Questions</li> </ul>	Chairman
2.	10:05	Board Meeting of 24 June 2020	<ul style="list-style-type: none"> <li>• To approve, as a correct record, the Minutes of the Meeting of the Board of 24 June 2020</li> <li>• Actions Arising</li> </ul>	Chairman
3.	10:10	Extraordinary Executive Committee Meeting of 6 August 2020	<ul style="list-style-type: none"> <li>• To note the Minutes of the Meeting of the Extraordinary Executive Committee of 6 August 2020</li> </ul>	Chairman
4.	10:15	Executive Committee Meeting of 9 September 2020	<ul style="list-style-type: none"> <li>• To note the Minutes of the Meeting of the Executive Committee of 9 September 2020</li> </ul>	Chairman
<b>SETTING THE SCENE</b>				
5.	10:20	Report of the Chief Executive	<ul style="list-style-type: none"> <li>• To review key activities since the last meeting</li> <li>• To set out priorities for the meeting</li> </ul>	AP
6.	10:35	Q1 Financial and Operational Performance	<ul style="list-style-type: none"> <li>• Q1 Financial Summary</li> <li>• Q1 Key Performance Indicators</li> </ul>	AW AP
7.	11:00	Covid-19 Risk Register	<ul style="list-style-type: none"> <li>• To review the new Covid-19 Risk Register</li> </ul>	AW
<b>DECISION PAPERS</b>				
8.	11:10	Communications Strategy 2020-23	<ul style="list-style-type: none"> <li>• To review, and if in agreement adopt, the Communications Strategy 2020-23</li> </ul>	AH
9.	11:30	Schedule of Meetings	<ul style="list-style-type: none"> <li>• To review, and if in agreement adopt, the proposed changes to the schedule of Board and Executive Meetings</li> </ul>	AP
10.	11:40	Lone Working Policy	<ul style="list-style-type: none"> <li>• To review, and if in agreement adopt, the Board's new Lone Working Policy</li> </ul>	AP
<b>DISCUSSION PAPERS</b>				
11.	11:50	Business Plan Framework 20-23	<ul style="list-style-type: none"> <li>• To review the progress against the three-year Business Plan</li> </ul>	AP
12.	12:00	Nature Recovery: Presentation	<ul style="list-style-type: none"> <li>• A local, regional and national perspective</li> </ul>	SS
<b>INFORMATION ONLY PAPERS</b>				
13.	12:40	General Updates	<ul style="list-style-type: none"> <li>a. External Bids Update</li> <li>b. Climate Change Working Group</li> <li>c. Fundraising Working Group</li> <li>d. Cotswolds Champions Steering Group</li> </ul>	SS MC JW JM
14.	12:45	Comments, Compliments and Complaints	<ul style="list-style-type: none"> <li>• A summary of the comments, compliments and complaints received by the Board during 2019/20</li> </ul>	MP
15.	12:50	Forward Planning	<ul style="list-style-type: none"> <li>• Draft Agenda – November Executive Committee</li> </ul>	Chairman
16.	12:55	Other Business	<ul style="list-style-type: none"> <li>• Such other business which, in the opinion of the Chairman, is urgent</li> </ul>	Chairman
17.	13:00	Date of Next Meeting	<ul style="list-style-type: none"> <li>• Wednesday 9 December 2020, 10am to 1pm via Zoom</li> </ul>	Chairman

**MEETING AGENDA CIRCULATED ON WEDNESDAY 30 SEPTEMBER 2020**