



DRAFT MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE HELD ON WEDNESDAY 7TH DECEMBER 2011 at THE LODGE, 90 STATION ROAD, CHINNOR OXON. OX39 4HA COMMENCING AT 10.30 AM AND CONCLUDING AT 12.45PM

Present:

Cllr Bill Storey	Board member, Chairman of the meeting
Cllr Shirley Judges	Board member
Cllr Marion Mustoe	Board member
Cllr Richard Pushman	Board member
Cllr Jeremy Ryman	Board member
Cllr Mike Woods	Board member
Steve Rodrick	CCB Chief Officer
Chris Smith	CCB Finance Officer

In attendance	
Deirdre Hansen	Clerk to the Board

35. Item 1- Apologies for absence.

Apologies were received from: Mike Fox, Cllr Alan Walters, Cllr John Griffin, Kevin Mayne and Heather Barrett-Mold

36. Item 2- Declarations of interest

No declarations of interest were made.

37. Item 3- Minutes of the previous meeting

The minutes were approved and signed by the Chairman once the typing error in item 32 had been corrected, a 2nd 'r' added to Forrest.

38. Item 4- Matters arising from the minutes of the meeting 13th September 2011:

Item 32: technical issues on the new web-site will have to be dealt with by an outside 3rd party with wider technical expertise.

39. Item 5- Public Question time

No members of the public were present.

40. Item 6- Finance Report to October 2011:

The Finance Officer advised members of the Board's financial position as at the end of October 2011 and what the likely position would be at the end of the year. The current position is satisfactory with no significant problems to report. Detailed papers were issued to the members for review. The end of year surplus is currently forecast to be £3,428 below the budget estimate of £15,437.

The Countryside Festival budgeted to breakeven made a profit of £4,614.

- 1. The Committee NOTED the financial position for the year to October 2011.**

41. Item 7- Medium Term Financial Plan 2011-2015:

The Chief Officer and the Finance Officer presented the outline medium term plan for the period 2012-2015 reflecting the predicted cuts in grant aid from Government and local authorities together with the experience of fund raising in 2011-2012. A number of cost savings have been put in place. Town and Parish Councils have been approached for support. In September options were presented to remove the forecasted funding deficit.

The Committee discussed the following:

1. Whether to award a cost of living increase and if so at what level.
2. Whether to re-instate the discretionary salary increment based on performance.
3. Whether to increase mileage payments in line with adjusted HMRC rates
4. Whether to increase the car allowance by inflation.
5. Whether or not to progress with the planned review of members' allowances
6. Whether or not to continue with the staff incentive scheme.

- 1. The Committee AGREED that items 1-4 above would be implemented.**
- 2. The Committee AGREED it would recommend to the full Board that item 5 should be deferred to a later date**
- 3. The Committee AGREED that item 6 above would be revised and options presented at the next meeting.**
- 4. The Committee APPROVED the Medium Term Financial Plan for 2012-2015 subject to the changes above**

42. Item 8- Support from Parish Councils:

The Chief Officer reported that 117 parish and town councils had been approached to contribute to the Boards operating costs. To date 12 had responded offering £ 2,000 this year. The majority have yet to respond and it is the intention that a follow up letter will be sent early in 2012. The aim is that by 2015, 50 will offer assistance totalling over £7,000.

- 1. The Committee WELCOMED the support provided by parish and town councils and aim for contributions from at least 30 in 2012-2013.**
- 2. The Committee MAINTAINED the target of securing support from 50 councils by 2014-2015 raising in excess of £7,000.**

43. Item 9- Celebrating the Olympics and Queen's Jubilee.

The Chief Officer asked the Board to consider whether and if so, how to mark the 2012 Olympics, Paralympics and the Queen's 60th Jubilee. A number of suggestions and financial implications were discussed.

- 1. The Committee NOTED that the Board should celebrate the Olympics, the Para Olympics and the Queen Diamond Jubilee.**
- 2. The Committee DECIDED that a provisional budget should be created by allocating up to £3,000 from the Development Reserve.**
- 3. The Committee DECIDED that a sub group of Board members should be created to decide a programme.**

44. Item 10- Report on HS2:

The Chief Officer advised members on HS2 related activity. It was noted that the new Secretary of State for Transport, Rt. Hon. Justine Greening MP has announced a delay in the announcement on whether to proceed to the next stage in view of the complexity and sensitivity of the proposal.

Next steps:

- i. The Board must ensure it is consulted at all stages of the Environmental Impact Assessment including the interpretation of the findings.
- ii. HS2 Ltd has indicated that it intends to create a number of community and environmental fora, the Board must seek involvement in each.
- iii. The Board must be prepared to work closely with HS2 Ltd to ensure best possible outcome for the AONB if the railway is to be built.
- iv. The Board must continue to press for the business plan for HS2 to be revised to incorporate a value on the environmental impacts.

1. **The Committee AGREED that the Board should follow the steps identified in the paper.**

2. **The Committee AGREED that in 2012 involvement with the Environmental Impact Assessment, the new fora to be created by HS2 Ltd and scrutiny of mitigation and design are a high priority in the Board's overall work programme.**

3. **The Committee AGREED that funding is allocated as required from the Development Reserve, subject to authority being given by the Executive Committee.**

45. Item 11- Chief Officer's report.

The Chief Officer has submitted written reports on the following:

High Speed 2, The Timber project, Ancient Woodland inventory, Commons, Wycombe Sports Stadium, Arla Dairy near Aylesbury, Chalk Streams, Chalk Grassland Day, Natural Environment White Paper, Countryside Festival, Web-site, Local Talks, Parish councils, Sustainable Development Fund, The Chiltern Society, Annual Forum, Planning Conference, Planning Forum, North Wessex Downs AONB, Bishop of Oxford, Box Wood, Aston Rowant National Nature reserve, Chalk and Trees, Penn Woods near Hazlemere, South East Tourism project.

Members were invited to ask questions.

1. **The Committee NOTED the Chief Officer's reports.**

46. There was no other business.

47. Future meeting dates: Friday 2nd March 2012, Thursday 24th May 2012, Wednesday 19th September 2012 and Wednesday 12th December 2012 at 10.30am at the offices in Chinnor.

The meeting closed at 12.45pm.

The Chairman..... Dates.....

