



**MINUTES OF THE ORDINARY MEETING OF THE EXECUTIVE COMMITTEE HELD ON  
Wednesday 19<sup>th</sup> September 2018 at the offices of the Board, The Lodge, 90 Station  
Road, Chinnor OX39 4HA commencing at 10.00AM**

**Present:**

Cllr David Collins	Board Member
Alison Doggett	Board Member
Cllr. John Griffin	Board Member
Prof. Ray Payne	Board Member
Cllr Ian Reay	Board Member, Chairman
Cllr Nick Rose	Board Member
Helen Tuffs	Board Member

**In attendance:**

Sue Holden	CCB Chief Officer
Graham Hurst	CCB Finance Officer

Deirdre Hansen	Clerk to the Board
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**18/19.1 Election of Chairman**

Ian Reay was unanimously elected Chairman of the Executive Committee for the ensuing year.

**18/19.2 Apologies for absence.**

Apologies for absence were received and accepted from John Nicholls

**18/19.3 Declarations of interest**

No declarations of interest were made.

**18/19.4 Minutes of the previous meeting**

The minutes of the meeting of 23<sup>rd</sup> May 2018 were approved as a true record and signed by the Chairman.

**18/19.5 Matters arising**

None.

**18/19.6 Public Question Time**

No public present.

**18/19.7 Finance Report**

The Finance Officer had circulated a financial report to the Committee on the financial position for the four months to July 2018. He went through the figures and the Chief Officer gave some context.

1. The prorated budget deficit for the four months to July was £8,584 with an actual deficit of £3,339.
2. Timing as ever has an impact on the published figures.
3. Core income is expected to meet budget for the year.
4. Core expenditure is forecast to be below budget for the year.

The Committee discussed the financial report.

- 1. The Committee NOTED the financial results for the four-month period to July 2018.**

### **18/19.8 Treasury Management Review**

The Finance Officer reported that it is deemed good practice, by the Chartered Institute of Public Finance and Accountancy to annually review Treasury Management Strategy. This is annually done in September.

The Finance Officer gave details on the CCB's holding of funds, ensuring the best rates of return with the lowest risk. The Executive Committee agreed to maintain its strategy of using UK deposit accounts, maximising return with a low risk approach.

The Finance Officer will maintain his search for higher returns without risking capital.

- 1. The Committee AGREED to continue to maximise interest received from deposit accounts where the risk of losing capital is reduced.**

### **18/19.9 Review of National Parks and AONB's**

The Chief Officer reported on the progress of the review of National Parks and AONB's, what she has been involved in and what has been going on to date.

She put forward a proposal as a CCB response to the call for evidence from the Review Group. The Committee discussed the proposal, commented and made suggestions. The Chief Officer noted the observations and will redraft her suggestions including the comments made, for presentation to the Board in October.

- 1. The Committee NOTED the progress of the Review of National Parks and AONB's, discussed the proposed content and provided a steer of the CCB's response to the call for evidence.**

### **18/19.10 Any Other Business**

The Chairman brought up the matter of the Executive Committee's role. Discussion followed.

**Next meeting: Wednesday 23<sup>rd</sup> January 2019 at 10.00 am at the offices of the Board in Chinnor.**

**Future meetings: Wednesday 22<sup>nd</sup> May 2019 and Wednesday 18<sup>th</sup> September 2019**

The Chairman.....

Date.....