

**Minutes of the sixtieth meeting of the Board of Trustees of  
the Open Spaces Society held at 17.00 on Thursday 13 May 2021  
by videoconference**

**PRESENT** Phil Wadey (chairman)  
Stuart Bain (from minute 112/21)  
Graham Bathe  
Chris Beney  
John Hall  
Simon Hunt (to minute 112/21)  
Tara-Jane Sutcliffe  
Steve Warr

**IN ATTENDANCE** Kate Ashbrook (general secretary)

**DECLARATIONS OF INTEREST**

99/21 There were no declarations of interest.

**ANNOUNCEMENTS**

**Ramblers GB**

100/21 It was noted that the general secretary was no longer chair of Ramblers GB, having completed her three-year term, but she remained a trustee.

**Local correspondent**

101/21 It was noted with regret that Bob Martin had decided not to take up the post of local correspondent for Kettering, Northamptonshire, due to family commitments.

**General Data Protection Regulation (GDPR) policy**

102/21 It was noted that the trustees had approved by email the retention policy as part of our GDPR policy, which is published on our website.

**Fund-raising**

103/21 It was noted with pleasure that eleven-year-old Patricia Wittbom had raised over £1,500 for the society in a sponsored hike in Cheshire.

## **MINUTES OF THE MEETING ON 15 APRIL 2021**

- 104/21 The minutes of the meeting on 15 April were approved, and it was agreed to publish them on the website.

## **FINANCIAL MATTERS**

### **Management report, reserves spreadsheet, and treasurer's commentary to end March 2021**

- 105/21 The treasurer presented the management report and reserves spreadsheet to the end of March.
- 106/21 He reminded trustees that we had not decided the sum to allocate in the budget for Landman's work in re-registering commons. We had made provision for a full year's work at the normal rate. The general secretary explained that there was still plenty of work for Landman to do, and the staff had agreed that it would bill us for hours done, rather than continue on a fixed fee. She would send the correspondence to the treasurer so that he could propose an amendment to the budget if necessary.
- 107/21 The treasurer said that he was making progress with the investment policy and would call a finance committee meeting shortly.

## **AGM, 8 JULY 2021**

- 108/21 The trustees resolved that, having considered the options for holding the AGM, they believe that it is in the best interests of good governance of the charity to hold the AGM by video conference since this would enable more people to be able to attend.
- 109/21 The trustees noted the arrangements for the preparation for the AGM and the meeting itself as set out in the general secretary's paper. It was agreed that the office would send the papers to the trustees for a quick perusal before they go out. At the meeting we would switch off the chat facility. It was agreed that paper copies of the annual report and accounts should not be posted to members as a matter of course but they could have them on request.

## **MEMORANDUM AND ARTICLES**

- 110/21 The trustees agreed the resolution to the AGM to amend the memorandum and articles of association: 'To replace the Articles of Association with those marked "Proposed amended version to be considered by Special Resolution at AGM July 2021" and signed by the chairman as a true copy. Provided we were not informed that the resolution was flawed in relation to company law, the resolution would be accompanied by the memorandum and articles with the proposed deletions and additions shown as track changes, and the schedule of changes made.

111/21 The trustees approved the proposed revision to the memorandum and articles of association, noting that the changes are essentially to make provision for online general meetings, such as the annual general meeting in 2020 and 2021, while expressing a preference for a physical general meeting; to remove the transitional provisions that were required at incorporation but are now superfluous; to correct minor typographical errors, and to clarify potentially ambiguous statements.

112/21 The trustees thanked Chris Beney and Phil Wadey for all their work on this.

### **LOCAL CORRESPONDENT FOR COMMONS**

113/21 The trustees agreed to appoint Nicola Harper, who had recently retired from a role on common land with Natural England, as our local correspondent for commons in Dorset, Hampshire and Surrey, including the unitary council areas.

### **ANY OTHER BUSINESS**

114/21 The minutes of the legal committee's decision by email on 14 April were noted.

115/21 It was agreed that there should be a reminder on every agenda that trustees can volunteer items for discussion.

116/21 It was agreed to aim to discuss trustee succession and skills audit at the August meeting.


### **REVIEW OF THE MEETING**

117/21 Members had found the meeting satisfactory.

### **DATE OF NEXT MEETING**

Thurs 10 June 2021 at 18.00.

The meeting ended at 17.45.



Phil Wadey  
Chair of Trustees