

**SURREY HILLS BOARD
ANNUAL GENERAL MEETING
MINUTES OF THE AGM HELD ON 4th SEPTEMBER 2019**

AT WARREN FARM BARN

CORE MEMBERS

*Cllr Susan Parker	Guildford Borough Council
*Cllr Hazel Watson	Mole Valley District Council
*Cllr Rosemary Absalom	Reigate & Banstead BC
*Cllr Geoffrey Duck	Tandridge District Council
Cllr Ruth Reed	Waverley Borough Council
*Cllr Mike Goodman	Surrey County Council
*Stephanie Fudge	National Trust
Andrew Smith	Natural England

ADVISORY MEMBERS

Romy Jackson	National Farmers Union
*Kristina Kenworthy	CPRE
Sarah Jane Chimbwandira	Surrey Wildlife Trust
*Tim Bamford	CLA
*Liz Cutter	SSALC
*Martin Cantor	Surrey Hills Society
*Chris Howard	Surrey Hills Trust Fund
*Simon Whalley	Surrey Hills Enterprises CIC

*Members present

OFFICERS IN ATTENDANCE

Rob Fairbanks	Surrey Hills AONB Team
Denise Furlonger	Surrey Hills AONB Team
Caroline Price	Surrey Hills AONB Office
Ken Bare	Surrey Hills Society
Richard Parkinson	Surrey County Council
Maggie Howell	Surrey Hills Enterprises CIC

OBSERVERS

Cllr Ramsey Nagaty	Guildford Borough Council
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		ACTIONS
1	INTRODUCTIONS	
	Mike Goodman thanked all Members for attending the AGM and invited members and officers to make introductions.	
2	APOLOGIES	
	Ruth Reed, Gordon Jackson, Sarah Jane Chimbwandira, Andrew Smith, Wendy Varcoe	
3	MINUTES OF THE LAST AGM	

	3.1	The minutes of the last AGM held on 12 th September 2018 were agreed.	
4		MATTERS ARISING	
	4.1	None	
5		INDEPENDENT CHAIRMAN	
	5.1	<p>Rob Fairbanks introduced the paper. He explained the background that the AONB Board at its last meeting had agreed to look into the opportunity of seeking an independent Chairman. The deadline for applications had been extended to the end of August. There had been approximately 25 enquiries about the position and six applications had been received.</p> <p>The panel advising on the recruitment had met prior to the AGM to decide on which candidates to invite for an interview. It was agreed that three people would be invited to interviews at the end of September. Surrey County Council HR had been asked to assist with the process and the four panel members will be involved in the interviews. Mike Goodman said that one panel member had to withdraw from the meeting at short notice that morning. To ensure that the panel numbers were not reduced again for the interview, Mike Goodman asked if any Member would be prepared to act as a reserve. Hazel Watson said she was happy to be the reserve. Rob to send Hazel the candidate papers in preparation for the interviews.</p> <p>Susan Parker asserted that none of the candidates should be taken on unless the AONB Board was convinced that they are of the right calibre. Mike Goodman stated that the role of the Panel was to advise the AONB Board and that the AONB Board would make the decision on the Independent Chair. He added that if none of the candidates were the right person the Board could still decide to appoint from within the Board or re-advertise.</p> <p>Chris Howard said she had been concerned that the advertising of the post had not been at a good time of the year. She asked what other National Parks and AONBs had done. Rob responded that those AONBs with non-local authority Chairs often did not advertise but sought interest through known partners and individuals.</p> <p>The Members said they were happy with the process. Steph Fudge asked about other AONBs that have an independent chair and what they deemed independent to mean. Rob responded that it was usually not a local authority Member.</p> <p>The Members then discussed what their understanding of an Independent Chair was and agreed that it should be a non-political appointment and that it was independent of particular local authority interest. They had to have the ability to represent the interests of the AONB as a whole.</p>	RF
	5.2	Kristina Kenworthy suggested that the Board should broaden the contributing partners. She said that the CPRE was happy to contribute to the budget. It was agreed that this should be kept under review	
	5.3	Mike Goodman wanted to comment on the Freedom of Information query that had been lodged to Surrey County Council relating to the Board's recruitment of an Independent Chair. He said that any suggestions that the result had been	

		pre-determined were totally untrue. Mike Goodman reiterated that the Board had made the decision to look into recruiting an independent chair but had not made the decision to appoint. If at the next meeting the Board decide they want to recruit internally that is what we can do.	
6		ELECTION OF VICE-CHAIRMAN	
	6.1	Mike Goodman stated that Geoff Duck, Susan Parker and Hazel Watson had put their names forward for the post of Vice-Chairman and also for a place on the Statutory Members Group. Mike asked if the Board was in agreement for these three Members to be on the Statutory Members Group. The Board was in agreement.	
7		ELECTION OF STATUTORY MEMBERS GROUP	
	7.1	Mike Goodman said that as the Vice Chairman and two Members were part of the Statutory Members Group (SMG), was the Board happy for the SMG to propose arrangements for the Vice-Chairman. The Board was in agreement.	SMG
	7.2	It was agreed that the Vice-Chairman in future will continue to be elected annually at the AGM.	
8		GOVERNANCE AND FINANCE REPORT	
	8.1	Risk Register. Rob Fairbanks reported that the SMG would normally review the Risk Register and bring their recommendation to the AGM. The Risk Register has not changed substantially. The key issue on Government funding should be addressed by Government's response to Glover. Another issue around decision making and independence should be addressed if there was a successful recruitment of an Independent Chairman. Rob suggested that the Board may wish to meet after the Glover Review is issued. This was agreed.	RF/MG
	8.2	Business Plan. Rob Fairbanks said that the Business Plan will be presented to the Board in December for agreement.	RF
	8.3	Finance – outturn and estimates. Mike Goodman enquired why the communications budget had overspent by £5k. Denise Furlonger responded that the website had been refreshed and work on the Management Plan had started. Rob Fairbanks thanked Denise for the finance report.	
	8.4	The Members noted the update on governance The outturn report for 2018/2019 was approved. The Core estimates for 2020/2021 were agreed.	
	8.5	Denise Furlonger to confirm the funding commitments with the respective local authorities	DF
9		ANY OTHER BUSINESS	
	9.1	Mike Goodman stated that this meeting had been moved to the morning at the request of one Member. As we have a lot of new Members now seemed an appropriate time to check if Members preferred a morning or an afternoon meeting. The majority felt that the afternoon was better especially if pre-meetings were needed for any reason. It was agreed that meetings would continue to be held in the afternoon.	
11		DATE FOR NEXT AGM MEETING	
	10.1	Wednesday 2nd September 2020.	

The above minutes are a true record of the Surrey Hills Board AGM meeting held on Wednesday 4th September 2019.

Signature of Chairman

Date