



MEETING OF DARWIN GARDENS MILLENIUM GREEN TRUST

To: All Members of the Darwin Gardens Millennium Green Trust:

Cllr Allon, Cllr Brown, Cllr Burns, Cllr Butler, Cllr Cheater, Cllr Gibson, Cllr Hesmondhalgh, Cllr Kearns, Cllr Loy, Cllr Milner, Cllr Nunns, Cllr Sellers, Cllr Simmonds, Cllr Spence.

You are invited to attend an ordinary meeting of the Darwin Gardens Millennium Green Trust (under the management of Ilkley Town Council as Sole Trustee) on **Tuesday 28th January 2025 at 6.00pm** in the Council Chamber, Town Hall, Station Road, Ilkley.

AGENDA

1. Chair's Welcome

2. Apologies for Absence

3. Declaration of Interests

To receive declarations of interest from trustees on items on the agenda.

4. Meeting Minutes

To approve the minutes of meeting held on 29 October 2024 (attached).

5. Finance

- a) To receive and note the trust budget report.
- b) To approve amendments to the bank mandate to appoint additional signatories

6. Memorials

- a) To receive and consider an update on the request for a memorial item to be placed in the gardens for Frazer Irwin (If available).
- b) To note that a policy for memorial requests will be considered at a future meeting

7. Governance

- a) To review, consider and approve the updated Management Action Plan
- b) To receive, consider and approve the 2024-2025 Risk Assessment
- c) To receive, consider and approve the inspection checklist

8. Green Flag Award

- a) To approve a submission to the Green Flag Award (including management plan and response to previous assessment)
- b) To approve expenditure of £450

9. Site management

- a) To receive a report on current maintenance issues and agree any actions required
- b) To receive a report on accessibility issues and to agree any action required.

10. Exclusion of Press and Public

To resolve to exclude members of the public and press during consideration of business of confidential nature pertaining to staffing (Public Bodies Admissions to Meeting Act 1960 S1(2)). (*Commercially sensitive information*)

11. Tree Condition Survey

- a) To receive quotes for a tree condition survey (attached).
- b) To consider instructing a contractor to carry out a tree condition survey
- c) To approve expenditure of up to £4,500.00 for a tree condition survey.

12. Date of Next Meeting

To note that the date of the next meeting is Tuesday 25 March 2025 at 6pm.