



Minutes of the meeting of Darwin Gardens Millennium Green Trust

AGM held on Tuesday 26th May 2026 at 6pm

Those present:

Councillors: Allon, Brown, Cheater, Sellers and Spence

Officers: Cate Perman

Members of Public: None

1. Election of the Chair

RESOLVED to elect Cllr Catherine Cheater as the Trust Chair for 2026-2027.

2. Chair's Welcome

Cllr Cheater welcomed everyone to the meeting and expressed the importance of the gardens as a community asset for all.

3. Apologies for Absence

Apologies were received from Cllrs Butler, Gibson and Simmonds.

4. Declaration of Interests

There were no declarations of interest from members on items on the agenda.

5. Meeting Minutes

RESOLVED to approve the minutes of meeting held on 20th January 2026.

6. Public Participation

There were no members of the public present at the meeting.

7. Annual Report

RESOLVED to approve the annual report prepared by the Trust Chair.

8. Annual Accounts

- a) **RESOLVED** to approve the annual accounts to 31st March 2026.
- b) **RESOLVED** to approve the submission of the Annual Return to the Charity Commission.

9. Finance

- a) The trust cash book for 2026/27 was received and available expenditure of £20,077.22 was noted.
- b) The Trust banking statements for January to April 2026 were received and noted.
ACTION to present bank reconciliations at future meetings and review financial regulations.
- c) **RESOLVED** to approve the schedule of payments from 21/01/26-20/05/26.

10. Volunteer Day

- a) Correspondence regarding an offer to carry out volunteer work was received and noted, and it was **RESOLVED** to accept the offer of help from Harrogate Junior Soldiers. **ACTION** Deputy Clerk to arrange.
- b) **RESOLVED** to hold a Volunteer Maintenance Action Day in the gardens in October 26 with a focus on leaf clearance.
- c) **RESOLVED** to invite members of the trust and Friends of Ilkley Moor.

Signed and dated:

d) **RESOLVED** to host the action day on Saturday 10th October between 10am – 12pm.

11. Green Flag Award

It was noted that the Green Flag Award application has been submitted and that a 'mystery shop' inspection will be conducted this year.

12. Site Management

- a) The Management Action Plan with progress and updates since the last meeting was received and it was noted that the marking of an accessible parking bay was still outstanding due to a lack of response from BMDC. **ACTION** Cllr Sellers to take this forward.
- b) The monthly contractor reports were received and noted.
- c) **RESOLVED** Cllr Cheater and the Deputy Clerk will meet with the contractor and request a schedule, with dates and timings, of annual work.

13. Biodiversity

- a) Correspondence from Green Council Solutions was received and noted.
- b) **RESOLVED** to arrange an online introductory meeting to learn more about what Green Council solutions can offer the Trust in terms of improved biodiversity in the gardens.
ACTION Deputy Clerk.

14. Exclusion of Press and Public

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

15. Quotes for Tree Works

- a) Quotes for the tree works required further to a recent tree survey were received and reviewed and it was **RESOLVED** to defer the item for further information from one of the potential contractors to ensure best value for money.
- b) Deferred to the next meeting.

16. Quotes for History Board

- a) Quotes for a history board were received and considered.
- b) **RESOLVED** to approve expenditure of up to £274.80.

17. Quotes for Maze Stones

- a) Quotes to replace the maze stones were received and noted and it was **RESOLVED** to source further quotes and clarifications.
- b) Approval of expenditure was deferred to the next meeting.

18. Date of Next Meeting

It was noted the date of the next meeting is at 6pm on Tuesday 7th July 2026 at Ilkley Town Hall.