

OTTERPOOL PARK LIMITED LIABILITY PARTNERSHIP

MINUTES OF THE BOARD

Date: 15th June 2023

Place: The Jockey Club, Folkestone Racecourse, Stone Street, Westenhanger

Directors present: John Bunnett, Jenny Hollingsbee, Andy Jarrett, Sally-Anne Logan, Dinah Roake (the latter remotely).

Others present: Donna Brace, Peter Wignall.

95. Appointment of chair for the meeting.

Luke Quilter, the chairman, had, since the last meeting resigned. It was necessary to appoint a chairman for the meeting until his successor is appointed.

Decision:

That Sally – Anne Logan be appointed chair of the meeting.

96. Apologies for absence

No apologies received.

97. Declarations under the code of conduct

There were no declarations of interest.

98. Minutes of the meeting of 27th of March 2023

To agree the minutes of the meeting of 27th of March 2023

Decision:

With the addition of the words “for one year only” after “February 2023” in paragraph 1 of the confidential annexe the minutes were agreed.

99. Recent change in the composition of the Board

The board discussed the recent change in the composition of the board, the governance work undertaken by the Council be Local Partnerships and the current position of the LLP's request to the Council for additional funding which was part of the resubmitted business plan (minute 86 of the meeting of 20 February 2023 refers).

Decisions

- 1. That a letter be written to Luke Quilter expressing the board's appreciation for his work as chair.**
- 2. That a letter be written to the Council from the board on the following:-**
 - a) Expressing the view that future changes in the composition of the board should be carried out in a transparent manner;**
 - b) That the report of Local Partnerships should be made available to the board once it is completed and;**
 - c) That it is of the view that it is in the interests of all that the report for KPMG should be concluded as soon as possible.**
- 3. That a further meeting of the board be convened to discuss the present position.**
- 4. That the current position be discussed as soon as possible at the meeting of the Owners**