

**Minutes of the
EXECUTIVE COMMITTEE OF
THE BOARD OF CONSERVATORS OF ASHDOWN FOREST**

**1630, Monday, 24 March 2011
Spring Garden, Fairwarp**

Present: Mr R Thornely-Taylor (Chairman), Mr M Cooper, Mr R Galley, Cllr R St. Pierre, Cllr F Whetstone

The meeting had been called following the resignation of Dr Prendergast which had been tendered after the Board meeting on 7 March 2011. It was to take effect from 6 June 2011.

Action

The Director had asked that his resignation should be kept confidential until he had spoken to the staff on 30 March. It was agreed that the Chairman would then speak to the staff and at that point, ascertain if the Clerk was intending to stay in post and the Conservation Officer was willing to take on the responsibilities of the day to day management of the Forest and line manage the Rangers and the Estate Team. It was agreed to hold another Executive meeting at Spring Garden on Tuesday, 5 April 2011 to discuss the next steps.

RTT

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**1640, Tuesday, 5 April 2011
Spring Garden, Fairwarp**

Present: Mr R Thornely-Taylor (Chairman), Mr M Cooper, Mr R Galley, Cllr F Whetstone

In attendance: Mrs R Marriott (Clerk).

The Chairman began by summarising the meeting he had had with the Conservation Officer and the Clerk the previous day. Two distinct roles were identified: that of "Clerk" was already being carried out by Mrs Marriott and the post of "Acting Forest Superintendent" could be carried out by Mr Marrable on a part time basis with Ranger Richard Allum taking on some of his Conservation Officer duties, in particular, the grazing project. In effect, Mr Marrable would undertake the line management of staff and the representation of the Conservators on outside Committees where appropriate, give talks as necessary whilst continuing to carry out the overseeing of the conservation and general management of the Forest. Mr Marrable had stated that he did not wish to be responsible for fund-raising for the Forest Centre development.

Action

It was agreed to appoint Mr Marrable as Acting Forest Superintendent for a period of six months from 7 June 2011. The Chairman agreed to inform the County Council of the arrangements.

RTT

It was agreed that the jobs of Mrs Marriott, Mr Marrable, Mr Allum and Mrs Buxton, the Administrator, should be re-evaluated. The Clerk agreed to arrange this.

RM

It was agreed that these arrangements would enable the Board to reflect on the way forward with a view to a more permanent solution being found by the September Board meeting. The development of the Forest Centre would be a major consideration.

In view of the circumstances, it was agreed that the Chairman would contact all Board members as soon as possible to inform them of the interim arrangements and give them an option to call an extra Board meeting to express their views on any future appointments.

RTT

It was agreed that the Clerk would check with the County Council's Human Resources department to see if there were any legal constraints in the proposed action. Providing all was in order, the Chairman would write to Mr Marrable to confirm his appointment as Acting Forest Superintendent for a period of six months.

RM

RTT

The Chairman said that he would meet the staff the following week and, as the matter is now in the public domain, relevant organisations could now be informed of the arrangements.

RTT.