

2019 ANNUAL GENERAL MEETING | DRAFT MINUTES

At the 2019 Annual General Meeting held DoubleTree by Hilton, Stadium Way, West Bletchley, Milton Keynes, MK1 1ST on 28 October 2019.

Present:

Chairman; Cllr Sue Baxter, Worcestershire ALC

Vice chairman of assembly (Finance); Cllr Keith Stevens, East Sussex ALC

Vice chairman of assembly; Cllr Derek Liddell, South Yorkshire ALC

Avon LCA; Ms Deborah White
Avon LCA; Cllr Mike Drew
Bedfordshire APTC; Ms Louise Ashmore
Bedfordshire APTC; Cllr Ann Lovesey
MBE
Bedfordshire APTC; Cllr Elizabeth
Luder
Berkshire ALC; Cllr Ruth Cottingham
Buckinghamshire & Milton Keynes ALC;
Cllr Paul Harvey
Buckinghamshire & Milton Keynes ALC;
Mrs Carole Burslem
Buckinghamshire & Milton Keynes ALC;
Cllr Ansar Hussein
Cambridgeshire & Peterborough ALC;
Mrs Penny Bryant
Cambridgeshire & Peterborough ALC;
Cllr Henry Clark
Cambridgeshire & Peterborough ALC;
Cllr Mike Tew
Cheshire ALC; Cllr Lillian Burns
Cheshire ALC; Cllr Brian Kerr
Cheshire ALC; Cllr Philip Jackson
Cornwall ALC; Cllr Graham Ford
Cornwall ALC; Carl Hearn
County Durham ALC; Cllr Terry Batson
County Durham ALC; Cllr David
Fleming
County Durham ALC; Allan Blakemore
Cumbria ALC; Ms Samantha Bagshaw
Cumbria ALC; Cllr Sue Castle-Clarke
Cumbria ALC; Cllr Rick Petecki
Derbyshire ALC; Mrs Wendy Amis

Derbyshire ALC; Cllr Amy Heading
Derbyshire ALC; Cllr John Plant
Devon ALC; Cllr Ken Browse
Devon ALC; Cllr Lisette Granados
Devon ALC; Cllr David Chalmers
Dorset APTC; Cllr Lindsey Dedden
Dorset APTC; Cllr Alan Thacker
Dorset APTC; Mrs Hilary Trevorah
East Sussex ALC; Mr Trevor Leggo
East Sussex ALC; Cllr Ruth O'Keeffe
East Sussex ALC; Cllr Alison Stevens
East Riding & North Lincs LCA; Cllr
Keith Portess
East Riding & North Lincs LCA; Cllr
Peter Astell
East Riding & North Lincs LCA; Cllr
Gordon Thurston
Essex ALC; Mrs Joy Darby
Essex ALC; Cllr Peter Davey
Essex ALC; Ms Charlene Slade
Gloucestershire APTC; Cllr Bernard
Barton-Ancliffe
Gloucestershire APTC; Cllr Mark Harris
Gloucestershire APTC; Ms Alison
Robinson
Hampshire ALC; Cllr Alastair Clark
Hampshire ALC; Cllr Mike Evans
Hampshire ALC; Cllr Colin Mercer
Herefordshire ALC; Cllr Richard Gething
Herefordshire ALC; Mrs Lynda Wilcox
Hertfordshire APTC; Mrs Carina Helmn
Hertfordshire APTC; Cllr Rob McCarthy
Hertfordshire APTC; Cllr Magdalene

Benson

Isle of Wight ALC; Cllr Robert Blezzard
Isle of Wight ALC; Cllr Helena Hewston
Kent ALC; Cllr Sarah Barker
Kent ALC; Cllr Richard Parry
Lancashire ALC; Cllr Darren Cranshaw
Lancashire ALC; Cllr Philip Orme
Lancashire ALC; Cllr Colin Peacock
Leicestershire & Rutland ALC; Cllr Tony
Hirons
Leicestershire & Rutland ALC; Cllr Ron
Simpson
Lincolnshire ALC; Mrs Katrina Evans
Lincolnshire ALC; Cllr Tony Howard
Lincolnshire ALC; Cllr Gary Ellis
Norfolk ALC; Cllr Gabbie Joyce
Norfolk ALC; Mr Russell Reeve
Norfolk ALC; Cllr Peter Wilkinson
North Yorkshire ALC; Cllr Sue Bradnam
North Yorkshire ALC; Cllr Shirley
Fawcett
North Yorkshire ALC; Cllr Avis Thomas
Northamptonshire CALC; Mr Danny
Moody
Northamptonshire CALC; Mr Mike Scott
Northamptonshire CALC; Mrs Lynne
Taylor
Oxfordshire ALC; Cllr Ian Charlton
Oxfordshire ALC; Cllr Kiera Bentley
Oxfordshire ALC; Cllr Malcolm Leeding
Shropshire ALC; Cllr Rosemary Abbis
Shropshire ALC; Cllr David Beechey

In attendance

Jonathan Owen, chief executive
Steve Walker, head of finance and
administration
Charlotte Eisenhart, head of member
services
Justin Griggs, Head of policy and
communications
Farhana Miah, executive officer

Shropshire ALC; Cllr Ray Wickson
Somerset ALC; Cllr Dave Mitton
Somerset ALC; Cllr Justin Robinson
Somerset ALC; Cllr Loretta Whetlor
South Yorkshire ALC; Cllr Richard
Jones
South Yorkshire ALC; Cllr Duncan
Wright
Staffordshire PCA; Cllr Patricia Ansell
Staffordshire PCA; Cllr Ian Ashbolt
Staffordshire PCA; Mr Andrew McRae
Suffolk ALC; Cllr William Sargeant
Suffolk ALC; Mrs Sally Longmate
Surrey APTC; Cllr Liz Cutter
Surrey APTC; Cllr Harry Fitzgerald
Surrey APTC; Cllr Steve Cosser
Warwickshire & West Midlands ALC;
Cllr Eric Knibb
Warwickshire & West Midlands ALC;
Cllr Hazel Dawkins
Warwickshire & West Midlands ALC;
Cllr Rosemary Weaver BEM
West Sussex ALC; Cllr Michael Chater
West Sussex ALC; Cllr Terry Oliver
West Sussex ALC; Cllr Paul Richards
West Yorkshire ALC; Cllr Peter Allison
West Yorkshire ALC; Dr M Czwarno
West Yorkshire ALC; Cllr David Mullen
Wiltshire ALC; Cllr John Scragg
Worcestershire ALC; Cllr Derek
Killingworth

Claire FitzGerald, administration
manager
Claire Goldfinch, policy &
communications intern
Linda Hammond, member services
intern
Jessica Lancod-Frost, policy officer
Chris Borg, policy manager

Observers

Penelope Anne Haltondavis, Campbell park parish council
Elaine Dicerbo, Campbell park parish council
Jonathan Holden, Britwell Parish Council

1. Election of chairman of AGM

Resolved: That Cllr Sue Baxter be elected chairman of AGM

Chairman's welcome

The chairman welcomed all representatives to the meeting.

The chairman invited all delegates to stand for a minute's silence for Cllr Kevin Wilson sadly passed away earlier this year.

Apologies received:

Cllr Ken Cleary, Merseyside ALC
Cllr David Francis, Northumberland ALC
Stephen Rickett, Northumberland ALC

2. Minutes of previous meeting

The chairman presented the minutes of the 2018 AGM held on 31 October 2018.

In matters arising Cllr Gordon Thurston queried about update on the training motion and how will it be reinforced.

Chief executive advised steps have been taken to improve and enhance training in the sector and to introduce mechanism for continuous professional development points. He expressed the view that NALC had been pushing hard on councillor training in response to the committee on standards in public life report, however it is proving to be difficult to progress.

Resolved: That the minutes of the 2018 AGM held on 31 October 2018 be approved.

3. Annual report, annual accounts

a. Annual report

The chief executive presented the annual report. He thanked everyone at the association and county associations for their support in for delivering NALC's new vision for the sector. Good progress has been made the on strategic plan. He advised AGM that management board are setting clear work targets, finance and scrutiny are also operating well. NALC have also been attending a lot of county events which help understand the work of the sector. He also thanked NALC staff for their hard work.

Member services

Charlotte Eisenhart, head of member services, thanked all for welcoming her back. She provided an update on the recent work of member services including:

- Working closely with county officers to shape new members services approach ensuring support is given to county associations and members as required.
- Accessing resources from the Local Government Association including support for first peer review in Chippenham
- Updated model standing orders and financial regulations
- Sharing good practice through council spotlight, LCR and points of light

Policy and Communications

Justin Griggs, head of policy and communications thanked county officers for all their hard work. He provided an update on recent work:

- Raising the profile of the sector with different national bodies and political parties as well as through publications, social media, meetings and events.
- Close working with LGA, joint research partnership working including recent launch on loneliness report, conference and fringe meeting.
- Persuading government not to introduce referenda principles for the sector over the last three years.
- Exempting the sector from business rates on public conveniences a measure held up nu events in parliament.

b. Annual accounts

Cllr Stevens presented the annual accounts to AGM highlighting that for the year ended the 31st March 2019, NALC has a surplus of £66000, various factors contributed to this surplus, including staff changes. This was a significant improvement over previous years especially in the light of loss of external income.

He recommended an increase in affiliation fee to ensure that the association is not dependent on outside income and had adequate reserves. He thanked Cllr Peter Davey for his work on the finance and scrutiny committee.

Cllr McCarthy questioned on what the debtor's situation is? To which Cllr Stevens said he will revert back.

Cllr Jones questioned how the pensions scheme affecting NALC? Cllr Stevens referred to the pension note in the accounts stating that a valuation was done in 2016 and that NALC are now awaiting further results.

Resolved (1) That the annual report for 2018/19 be received.

Resolved (2) that the audited annual accounts for 2018/19 be received.

4. Subscriptions to the National Association

AGM considered the recommendation by National Assembly on 9 July 2019 to increase the affiliation fee to 7.20 per elector.

AGM also noted fee increases for budget planning purposes for:

- 2021/22 (Indicative) CPI or 3%, whichever is the lower to 7.42 pence per elector with a cap of £1,900 for larger councils

These would be subjected to the agreement of future AGMs.

After a vote, 122 voting in favour and six abstentions, it was resolved that the affiliation fee for 2019/20 be increased to 7.20 pence per elector with a cap of £1840 for larger councils.

Resolved: That the draft three year budget for 2020/2021/2022 be received.

5. Motion - Election of President and Vice Presidents

The following motion being moved and seconded was discussed

5a) NALC Constitution

Delete clause 11b – Honorary officers:

The Annual General Meeting shall each year, on consideration of the recommendation of the Assembly, elect such number of vice presidents as it may determine for a period of three years, all of whom may be eligible for re-election. A retiring President may be elected as an additional vice president.

Insert new clause 11b:

“that NALC appoints one president for two year terms (unlimited) and two working vice-presidents for two year terms (generally limited to a maximum of two terms of office). These posts should have specified role and should not be limited to former assembly members. This should take effect from 2020.

Resolved: After a vote with only one abstention and no votes against it was resolved that the revised motion be carried with clear majority and the constitution be amended accordingly.

5b) Motion – Isle of Wight Association of Local Councils:

Cllr Bob Blezzard proposed the following motion, seconded by Helena Hewston
‘This meeting instructs the NALC chief executive to use all the powers at his disposal to stop CALCs offering “development” or “associate” membership to councils outside their geographical area unless those councils have affiliated to NALC through their home CALC.

‘The chief executive is further instructed to bring forward draft constitutional amendments to the next NALC AGM or to a General meeting if one is held earlier to formalise and clarify this position.

Cllr Blezzard set out the background to this motion. The Hampshire Association of Local Councils had for some time offered “development partner” status to councils not in membership of IWALC and therefore NALC. This was having a negative impact on the operation of the Association. He said that IWALC was a small association and considered that all county associations, regardless of size should abide by the agreed protocols and procedures of a membership organization. . Discussions between the two associations had not achieved a satisfactory conclusions and he appealed for support from the AGM.

Responding on behalf of the Hampshire Association, Cllr Mike Evans stated that this status had only been offered to councils, at their request, who were not in membership of IWALC and would otherwise have secured services from other sources. Small county associations, such as IWALC, often lacked resources to

provide full range of membership services that councils such as these required. The status did not confer benefits of NALC membership or access to its services or support. HALC was happy to explore an arrangement to support IWALC similar to that which was concluded with the Berkshire Association

There was much debate on this subject with some expressing the view that it is important county associations work in partnership and supportively to provide the best services to their members. The importance of councils being members of both their county and national association was also stressed.

Cllr Graham Ford put forward an amended motion proposing that NALC's chief executive should research what powers are at his disposal in this matter and report back to the following national assembly. He should also use the time before the next national assembly to attempt to find a resolution to the disagreement between the two county associations. A number of views were put forward that this would cause unnecessary delay.

The AGM sought advice from the Chief Executive on whether he had any powers to enforce any action to address this issue. He indicated that he had no formal powers but, as requested by management board, had used informal measures to seek to find a resolution with the help of the Chairman of the Association, Sue Baxter and Vice-President, Michael Chater. These discussions were on-going.

Resolved: The amended motion was not carried.

In further discussion it was also recognized that small associations with limited resources did have difficulties and there was merit in trying to set some basic service levels or expectations. Danny Moody on behalf of the Northamptonshire Association proposed an amendment (seconded by Cllr Tony Howard, Lincolnshire) to address this general issue:

'That management board develops a new service level agreement for consideration by the assembly in 2020 setting out the respective roles, working relationships and expectations of service delivery between county and national associations'.

In discussion, there was general support for this approach across the country but it did not address the specific issue at the heart of the motion and was not carried.

After further lengthy debate Joy Darby from the Essex association proposed separating the IWALC motion in two and to take forward the first element only at

this stage. She indicated that there should be scope to address the issue by requiring any such arrangements to include membership of the home association.

‘That the AGM instructs the NALC chief executive to use all the powers at his disposal to stop CALCs offering “development” or “associate” membership to councils outside their geographical area unless those councils have affiliated to NALC through their home CALC.’

Resolved: After a vote the following motion was carried with a clear majority.

6. Appointments

6.1. Election of President

The chief executive provided an update and stated that discussions were taking place to identify a suitable candidate for president, likely to be a parliamentarian at management board’s request.

6.2. Election of Vice Presidents

There were no elections, the existing Vice Presidents continuing in office until the new arrangements come into effect in 2020.

Resolved: That Lord Lytton, Brian Kerr OBE and Michael Chater OBE remain in office until 2020.

6.3. Appointment of Auditor

AGM noted that Milton Avis Chartered Accountants and Statutory Auditors had been reappointed in 2017 for three years, accepting a NALC imposed condition that the reporting partner is rotated.

Resolved: That the ongoing audit arrangements were noted.

7. Next Meeting

Resolved: That the date and location of the next Annual General Meeting will be confirmed shortly.