



**Essex Association of Local Councils
Minutes Executive Meeting
12th May 2016
42B High Street Great Dunmow CM6 1AH**

Present

Cllr John Gili-Ross	Chairman
Cllr Mrs Sheila Jackman	Vice Chairman
Cllr Peter Davey	Vice-Chairman
Cllr David McPherson-Davis	Treasurer

Name	District	Name	District
Vacant Seat	Basildon	Cllr McPherson-Davis	Basildon
Cllr Peter Davey	Brentwood	Cllr Richard North	Brentwood
Cllr Alan Acott	Castlepoint	Cllr Peter Brown	Chelmsford
Cllr Stuart Berlyn	Chelmsford	Brian Hindley	Colchester
Cllr John Gili-Ross	Colchester	Kathryn Richmond	Epping Forest
Cllr Mrs Sheila Jackman	Epping Forest	Angela Balcombe	Essex CC
Cllr Mick Page	Essex CC	Cllr Roy Martin	Rochford
Cllr Bryan Ledger	Maldon	Cllr Iain McGregor	Maldon
Cllr Hamish McIlwrick	Uttlesford	Cllr Michael Talbot	Tendring
Cllr Keith Miles	LLCF		

Also Present

Chief Executive Officer	Joy Darby
Assistant CEO	Linda Golding
Training Officer	Pearl Willcox

1. Chairman's Welcome and Announcements

Cllr John Gili-Ross announced to the meeting that 2 staff members - Pearl Willcox & Sian Morris passed their CiLCA on their first attempt, which is a considerable achievement. All members gave them their congratulations.

Cllr John Gili-Ross also announced that the new Police & Crime Commissioner elected on the 5th May was Roger Hirst. Members agreed to send a card of congratulations on this appointment to him. It is hoped that the EALC will continue the good working relationship with the Crime Commissioner's Office.

Members wished Cllr Tilly Pink a happy 89th birthday and Cllr Iain McGregor agreed to deliver some flowers & card to her.

Chairman's Meetings & Events March to May 2016

The meetings and events attended or to be attended from the last EALC executive meeting to May 2016 are shown below.

- ✓ ERP Meeting – Wooden Walters
- ✓ Devolution Meeting – County Hall
- ✓ Rural Crime Forum – Chatham Green Chelmsford
- ✓ Two Superfast Essex Meeting – County Hall

Other Significant Activities Undertaken - Not expensed by the EALC

- ✓ Highways Issue Resolution Advice – Wakes Colne PC
- ✓ Colchester LHP meeting – County Hall Chelmsford
- ✓ Community Safety Hub meeting – Chatham Green Chelmsford
- ✓ Local Community Action Panel – Chairs Meeting
- ✓ PCC Retirement event – Chelmsford
- ✓ Formal Opening of Pontoon of Wivenhoe – CIF funding

In addition, Cllr John Gili-Ross also attended Stansted Mountfitchet's Annual Assembly, which was a great success with 100 people in attendance.

Cllr John Gili-Ross spoke about the importance of CIF funding and the need to publicise this good scheme, ensuring that a wide range of people are present at any opening ceremony. He reported that he had attended the Wivenhoe event that had been excellent.

Executive Member Vacancies

Cllr Alan Acott – Canvey Island Town Council is returning for his second term on the EALC Executive.

Basildon seat is still vacant.

2. Apologies for Absence

Cllr Keith Artus	Uttlesford	Cllr Mandy Cohen	Rochford
Cllr Linda Belgrove	Tendring	Cllr Don Smith	Braintree
Cllr Helen Edwards	Braintree	Cllr Richard Herbert	Southend

3. Minutes

3.1 Minutes of the Meeting held on 17th March 2016

The minutes were agreed by those present and subsequently signed by the Chairman.

4. Personnel – Cllr Gili-Ross to report

4.1 Next Meeting 19th May 2016 date corrected to 18th May 2016

5. Finance

5.1 Budget Report

The Treasurer explained on the Budget Report with the following comments

- Congratulations to the staff on the amount of courses (£68k).
- The courses are being more cost efficient.
- Approx on target for end of year accounts
- Superb year achieved through hard work.
- More transparency money to come in this financial year.
- Audit below budget

5.2 Statement of Reserves

- Reduced slightly to £145k
- Cllr Mrs Sheila Jackman wished to record the thanks of the EALC to Cllr David McPherson Davis and Mrs Carol Hartley for the excellent work.
- Thanks to Essex County Council.

5.3 Affiliation Fee update – Carol Hartley

- 51% of Councils already paid for this year.

6. New Initiatives and Other Matters for Decision

6.1 Lease Negotiations – Update Cllr Peter Davey and Cllr David McPherson-Davis

- Lease agreed for 9 years within an increase of £500 per annum taking the rent to £26,500 per annum from September 2016
- EALC now protected as this has to be registered at the Land Registry.
- With approval Cllr McPherson Davis & Cllr Davey to sign the Lease

Proposed Cllr Peter Davey to accept the Landlord's proposals for a nine year lease (four documents include the lease, each floors plan and car park plan) with a six year break (tenant only) this proposal was seconded by Cllr McPherson- Davis and carried unanimously.

Cllr Michael Talbot asked that thanks be recorded to Cllr David McPherson-Davis & Cllr Peter Davey for this excellent agreement.

7. Essex Matters

7.1 Essex County Council

Cllr Mick Page was pleased with the continuing progression of the EALC and ECC partnership. He announced that Cllr John Aldridge was now the new elected Chairman of ECC and Cllr John Jowers was now the Vice Chair.

The CIF Fund was now open with £125k per district and £15k max per project. The Emergency Fund still ongoing.

7.2 Staff Reports

- Training – Pearl Willcox – reported that both the Playground Courses were full. Also the Councillor Training days both in June & July were filling up quickly owing to the Elections that have happened. Also reported that she had arranged for 2 new courses in October, VAT & the Greens, Commons & Open Spaces. Overall the courses were generally running well.
- Transparency Fund – Government has now agreed the fund and the EALC will be assisting Councils with applications and making grant application for staff time.
- Local Council Awards – A meeting was held with the panel members to re-establish rules and processes.

- HR Survey – Sian Morris – Members noted the content and Mrs Darby explained that a meeting would be held with VINE HR, our providers shortly.
- Devolution Report and Case studies – This work is ongoing and will be presented at a later date.
- Work Update from Sian Morris noted.
- Work update from Kerry Wood noted.

7.3 Essex Rural Partnership

New Structure

Mrs Darby explained the proposed new structure of the Essex Rural Partnership (ERP).

The previous Steering Committee included 2 representatives from the EALC. Cllr John Buchanan attended as a member of the Regional Rural Forum, and Joy Darby from the Community Action Group.

In the newly proposed structure, the EALC has been given 1 seat and that has been designated to the EALC Chief Executive, Joy Darby. At the Steering Group meeting a case was presented that the Parish Councils should be represented by an Officer and a Member. The managing body representatives argued that it was unnecessary to have a Member as they wanted to keep the group small.

Cllr Roger Hirst agreed that the EALC CEO should consult with the Executive on whether a Member should sit on this board.

The Executive were asked to note that a decision will need to be made to support the CEO on a request for two seats or to accept one.

It was proposed by Cllr Stuart Berlyn to write to the managing body stating that the EALC required two seats, one officer and one member to insure that the rural communities were properly represented. This motion was seconded by Kathryn Richmond and carried unanimously with one abstention (Cllr Mike Page).

- Launch Essex Rural Partnership Strategy - 6th July at Chelmsford City Race Course – noted.
- March Newsletter - noted

7.4 Neighbourhood Planning

A lengthy discussion was held on the benefits and obstacles of undertaking a Neighbourhood plan.

Mrs Darby to seek clarification on which Councils are going down this route.

7.5 Heritage Crime Watch – The minutes were tabled.

Cllr Keith Miles agreed to attend a Heritage Meeting at Hyde Hall.

7.6 Larger Local Councils Forum 7th July at Epping Hall at 10 am - noted

8. Regional Matters

None to date

9. National Matters

9.1 NALC Report – Peter Davey attended the 281st meeting of NALC Council on the 12th April with was followed by Lobby Day. The EALC supported the Suffolk Association of Local Councils motion on making Governance reviews similar reducing bureaucracy intrusting local people to make decisions themselves. The motion was supported and delegated to the Policy Committee to forward.

9.2 Lobby Day – Cllr Peter Davey gave an overview of the meeting with the RT. Hon Mark Francois MP (Rayleigh) and William James Quince, Conservative Member for Colchester. Both meetings went well with the EALC able to raise a number of issues. Full report in the next County Update.

Joy Darby made a presentation on Councillor Training to the All Party Parliamentary Group on Local Democracy report in the next County Update.

9.3 Response to the Essex, Suffolk and Kent letter from NALC Chief Executive – Noted.

9.4 NALC Motion process for information only - Noted.

10. Meeting Dates

Date	Venue	Time
21 st July 2016	42b High Street Great Dunmow	10am – 12 noon
8 th September 2016	42b High Street Great Dunmow	10am – 12 noon
EALC AGM – Noon – 5 30 pm 22 nd September 2016		

17 th November 2016	42b High Street Great Dunmow	10am – 12 noon

11. Feedback and Next Agenda – This matter was closed due to the Superfast Broadband presentation.

12. Meeting Closure 11.55am.

A presentation was made by Connie Kerbst, Senior Programme Manager of Superfast Broadband to Executive Members.

Signed.....

Dated.....