

# Essex Association of Local Councils



42B High Street  
Great Dunmow, Essex CM6 1AH

## THE 71<sup>st</sup> ANNUAL GENERAL MEETING

Minutes of the Meeting held on Thursday 22<sup>th</sup> September 2016 at  
Foakes Hall, Great Dunmow, Essex  
The meeting commenced at 12.30 pm

### Present:

#### 17 Executive Members and Officers of the Association Present

<b>The President</b> Cllr John Jowers	<b>Essex County Council</b>	<b>Chairman</b> John Gili-Ross	<b>Colchester</b> West Bergholt PC
<b>Vice-Chairman</b> Cllr Sheila Jackman MBE	<b>Epping Forest</b> North Weald Bassett PC	<b>Vice-Chairman</b> Cllr Peter Davey	<b>Brentwood</b> Ingatestone & Fryerning PC
<b>Treasurer</b> Cllr David McPherson-Davis	<b>Basildon</b> Ramsden Crays PC	<b>Cllr Stuart Berlyn</b>	<b>Chelmsford</b> Danbury PC
<b>Cllr Helen Edwards</b>	<b>Braintree</b> Feering PC	<b>Cllr Richard North</b>	<b>Brentwood</b> Kelveden Hatch PC
<b>Cllr Roy Martin</b>	<b>Rochford</b> Hockley PC	<b>Kathryn Richmond</b>	<b>Epping Forest</b> Waltham Abbey TC
<b>Cllr Michael Talbot</b>	<b>Tendring</b> St Osyth PC	<b>Cllr Mick Page</b>	<b>Essex County Council</b>
<b>Cllr Alan Acott</b>	<b>Castlepoint</b> Canvey Island TC	<b>Brian Hindley</b>	<b>Colchester</b> Dedham PC
<b>Cllr Bryan Ledger</b>	<b>Maldon</b> Asheldon & Dengie PC	<b>Cllr Keith Miles</b>	<b>LLCF</b> South Woodham Ferrers TC
<b>Cllr Mandy Cohen</b>	<b>Rochford</b> Barling Magna PC		

<b>7 Essex Association of Local Councils Staff Present</b>			
Joy Darby	Chief Executive Officer	Linda Golding	Assist CEO
Pearl Willcox	County Training Officer	Carol Hartley	Finance Officer
Amanda Brown	Parish Support Officer	Kerry Wood	Office & Training Administrator
Sian Morris	Office & Training coordinator		

**There were 94 Delegates present including 59 delegates from Member Councils**

**In the Chair: The President, Cllr John Jowers**

### **1. Welcome**

The President, Cllr John Jowers, welcomed Member Councils and Guests to the 71st Annual General Meeting of the Essex Association of Local Councils.

### **2. Apologies for Absence**

The EALC had received a large number of apologies which are appended to these minutes. The Chief Executive wished the meeting to note that Chris Manning-Press the EALC's immediate past President had been unwell and therefore had given his apologies. The meeting sent best wishes to him for speedy a recovery.

### **3. Signing of Minutes from 2015 AGM**

The Chief Executive asked that the following amendments to the Minutes were made:

- Chairman John Gili-Ross change of Council from East to West Bergholt
- The name of Cllr John Buchanan to have the designation of Vice Chairman removed
- The designation of Vice Chairman to be added to Executive Member Cllr Sheila Jackman
- Page 54 5<sup>th</sup> paragraph last line insert "over" and delete "other"
- Page 55 5<sup>th</sup> paragraph, 1<sup>st</sup> line delete "paid" and insert "played"
- Page 55 last paragraph delete "24<sup>th</sup>" "September 2015 and insert "22<sup>nd</sup>" "September 2016"

The President asked for any further amendments - No further amendments were tabled

The President asked for a Proposer - Cllr Stuart Berlyn – Danbury PC proposed that the minutes were accepted

The President asked for a Seconder – Mrs Kathryn Richmond Waltham Abbey TC seconded the motion.

Those present voted unanimously to agree the minutes as a correct record of proceedings and the President duly signed the Minutes.

## **5. Annual Report**

The Chairman, Cllr John Gili-Ross, presented the Annual Report to the Membership. His report included information relating to the work of the Association in 2015/2016.

He told the Meeting he remained immensely proud of being the EALC Chairman of what must be the most vibrant and successful County Association in England. The many EALC achievements this year could not have been possible without the members of staff and the Executive members.

Change is ever present and continues to provide challenge for all and it is essential the EALC remains abreast of change initiatives. Through appropriate engagement the EALC provides the best of guidance and assurance to Member Councils.

The President asked for a Proposer – Cllr Keith Miles – Larger Local Councils Forum proposed the acceptance of the report.

The President asked for a Seconder – Cllr Stuart Berlyn - Danbury PC seconded the motion.

The Membership unanimously agreed the acceptance of the Annual Report 2015/2016

## **6. EALC Accounts and Annual Report**

The Treasurer, Cllr David McPherson-Davis, presented the Accounts of the Association for the year 2015/2016.

Cllr McPherson-Davis gave a précis of the accounts and explained the highs and lows including the levels of reserves. He thanked Essex County Council for the support given to the sector and the grants provided to the EALC. Cllr David McPherson-Davis asked those present to approve the accounts and accept the Annual Financial Report of the Association.

The President asked for questions to the Treasurer

The President asked for a Proposer - Cllr Peter Davey proposed the acceptance of the Accounts for 2015/2016 for EALC and EA(2013)Ltd and the Financial Report and thanked the Treasurer and the Finance Officer, Carol Hartley, for their professionalism.

The President asked for a Seconder – Cllr Roy Martin – Hockley PC seconded the motion.

The Membership unanimously agreed to accept the accounts and Annual Financial Report.

## **7. Affiliation Fees**

Affiliation Fee request for 2017/2018 2% increase for the EALC proportion of the fee.

Cllr McPherson-Davis asked the Membership to accept an increase of 2% on the EALC portion of the fee. The NALC Fee will be set at the NALC AGM in October 2016. It is expected that the fee will be set at 1.9%.

A question was raised about the level of 2% being too high. Cllr McPherson-Davis explained that there would be increases in the EALC payroll and other costs would increase. A modest increase of 2% was a sensible increase during the current financial climate. An increase of less may force a higher increase in future years.

A second question was raised on the issue of 2% being too low. The Treasurer stated that 2% was appropriate.

The President asked for a Proposer – Mrs Kathryn Richmond – Waltham Abbey TC made the proposal to increase the fees next year by 2%.

The President asked for a Seconder – Cllr Mandy Cohen – Barling Magna PC seconded the motion.

The Membership agreed the increase of 2% with no one voting against and no abstentions.

## **8. Appointment of the EALC Auditor**

Mr Maurice Howard CIPFA has agreed to stand as Auditor for the year 2017/2018, the Membership was asked to approve this appointment.

The President asked for a Proposer and Cllr Mrs Mandy Cohen – Barling Magna PC proposed his appointment.

The President asked for a Seconder and Cllr Peter Davey – Ingatestone and Fryerning PC seconded the motion.

The motion was carried unanimously.

## **9. Motions**

The President announced that no motions were received from the Membership. However the Chief Executive Mrs Joy Darby wished to seek approval to introduce an emergency motion.

Mrs Joy Darby explained to the Membership that there was provision in the Constitution to allow an emergency motion, the subject to be tabled related to a consultation just released by Central Government which includes proposals to cap the Parish Sector Councils.

The President agreed to allow the motion.

Cllr Peter Davey EALC Vice Chairman (NALC Council Member for Essex) presented the following motion:-

"I ask permission to submit a very important motion to this meeting. The motion has particular importance to the Local Parish/Town Sector and relates to a current consultation relating to the capping of Parish/Town Councils. This consultation was sent to Parish/Town Councils in Essex on Tuesday this week and the EALC ask all Councils to respond. In addition I am asking this AGM to agree a motion requesting that Government do not introduce a capping to the Parish Sector. In broad terms if the capping was introduced a Council would only be allowed to increase the precept by approximately £200 for every £10,000. This will severely hamper the sector taking on additional services and projects. If this proposal goes ahead it will inhibit the amount of new work Parishes can undertake without a referendum. Referendum cost approximately the same as an election so for the smallest Councils this will be a very large amount of money and for the larger ones it will mean many thousands of pounds.

This meeting welcomes and notes the successful lobbying by the National Association of Local Councils to ensure Council Tax Referendum principles have not been extended to Local Parish and Town Councils since the introduction of these measures in the Localism Act 2011.

Local Parish and Town Councils are an important part of communities and local democracy, and should be able to get on with the job of improving quality of life and well being without central government interference. It is vital Local Councils continue to have the freedom and flexibility to raise the resources they need to invest in local services, especially at a time when they are taking on services and assets from principal Councils, often much valued services which would otherwise cease completely and which communities want to see continue.

This meeting is therefore extremely concerned about a consultation published by the Government on 22<sup>nd</sup> September which includes proposals to extend Council Tax Referendums to some or all Local Councils.

Local Councils in Essex are doing a brilliant job improving their areas; whether it's by building community resilience, increasing house building through neighbourhood planning, providing local transport solutions, supporting the local economy and businesses, organising community events and festivals, helping meet social care needs and making places dementia friendly or giving grants to help local groups and organisations – all this and more for an average cost to residents of just over a pound a week.

This meeting also notes that Local Councils account for just 1.7% of the £26 billion raised through Council Tax in England and have demonstrated fiscal responsibility in recent years with overall increases in precepts going down, rising this year by just 6 pence per week as a result of Local Councils taking on services from principal Councils and funding not being passed on to them.

Given their important and growing role, Local Councils should be celebrated and supported, not hindered by Central Government.

#### The Proposal

This meeting is resolutely opposed to proposals by the government to extend council tax referendum principles to some or all Local Councils; and calls upon all Local Councils in Essex to respond to the Government Consultation stating their opposition to the proposals.

Cllr Peter Davey submitted this motion to the AGM that the Government do not introduce capping to the Parish Sector."

The Chairman of the EALC Cllr John Gili-Ross seconded the motion, endorsing the motion to ask Government not to introduce capping to the Parish Sector.

The Membership agreed unanimously to support the motion to ask Government not to cap the Parish Sector.

### **10. Chief Executive Report**

Mrs Darby told those present the EALC is your Association and is managed by you the Membership. Each area has Executive Members who help manage, support and direct the Association.

I am sorry to have to report that the EALC has lost a Member Council this year; Our percentage therefore drops to 99.6% but I am still not aware of another County who has achieved this record.

The EALC continues to support the development of the smallest Councils subject to the new Transparency Fund. £79,636 has been paid to Councils so far since the fund opened. The EALC records its thanks to the NALC for securing this funding.

The Local Council Award Scheme continues to grow and Essex now has 28 awards in the three categories. I can report this is more than any other County in England – yet another 1<sup>st</sup> for Essex!

The EALC Training Programme continues to expand, and develop with new courses being introduced which have in many cases been identified by you. Pearl Willcox the Training Officer has again provided the Calendar of Events for 2017. My thanks go to the trainers who play a vital role in delivering the excellent courses.

Our partnership with ECC is extremely important; and has enabled the Association to grow, and the office facilities have helped develop the strong training programme we now have. The support of the Leader has been fundamental in building this relationship. I would like to thank Cllr Mick Page who works with us, sits on the EALC Executive, and is always on hand when needed. Also Angela Balcombe plays an important role as the interface between our Councils and ECC.

Our partnership with the Crime Commissioner has been excellent. Essex Police continue to support the EALC and we have now held two very successful Police Conferences. The EALC sits on the Rural Crime Forum and the Chairman is a member of the Police and Crime Panel. This year the Essex Rural Partnership has developed and produced a new Rural Strategy. Officers at the RCCE and the ECC have worked incredibly hard to achieve this excellent document that will support the rural areas in the future. The EALC has been active in supporting this work.

Nationally, we work with NALC and look to the services they offer. The legal advice supplied by a small team of Solicitors enables Councils to access first class information. NALC also works hard in Local Council Development, Training, Lobbying, Media and a great deal more. Cllr Peter Davey, Vice Chairman of EALC, sits on the NALC Finance Committee. I am currently sitting on the NALC Affiliation Fees Task and Finish Group, which is looking at ways of charging the NALC Affiliation Fee in the future.

I am pleased to announce today that we will be launching our first Face Book page. This will be dedicated to training.

Finally, I wish to thank my staff. They work hard on your behalf to bring the best services and achieve the most from limited resources.

## **11. The President's Address**

The President thanked delegates who were present and spoke about the austere times which have affected Local Government over the last few years. He explained that although ECC had to save £600 million year on year, the importance of continuing to fund the CIF which benefits Parish and Town Councils and Local Community Groups throughout Essex, the EALC and the RCCE. Democracy is most important and the Parish sector should be the connection passing upwards to the Principal Authorities. The emergency motion which had a unanimous resolution is extremely important and the sector is urged to respond. There are to be boundary changes and these will no doubt affect the sector. Essex is 72% rural and yet 94% of monies raised goes to the urban areas. There are massive changes and opportunities ahead.

## **12. 72<sup>nd</sup> Annual General Meeting**

The President announced the date of the 72<sup>nd</sup> EALC AGM as the 19<sup>th</sup> September 2017

## **13. Meeting Closure**

The President closed the 71<sup>st</sup> Annual General Meeting

Signature ..... Date .....

### Attendance List

1	Ashingdon PC	Terry Flowers	Cllr
2	Aythorpe Roding PC	Barbara Read	Chair
3	Barling Magna PC	Victoria Marzouki	Clk
4	Basildon DC	Peter Schwier	Cllr
5	Billericay TC	Jim Devlin	Cllr
6	Black Notley PC	Gloria Ford	Cllr
7	Bowers Gifford & North Benfleet	Christine Barlow	Clk
8	Brentwood Borough Council	Noelle Hones	Mayor
9	Brightlingsea TC	Janet Russell	Cllr
10	Broomfield PC	David Howell	Cllr
11	Bures Hamlet PC	Jenny Wright	Clk
12	Bures Hamlet PC	David Lee	Chair
13	Canvey Island TC	Peter May	Cllr
14	Danbury PC/SLCC	Margaret Saunders	Clk
15	Dengie Hundred	Miriam Holden	Clk
16	ECC	Anne Brown	Cllr
17	ECC	Pat Roberts	Cllr
18	ECC, Little Dunmow, White Notley PC	Angela Balcombe	Clk
19	ECC	Ray Gooding	Cllr
20	Epping Forest District Council	Jeane Lea	Chair
21	Epping TC	Beverley Rumsey	Town Clk
22	Epping TC	Barbara Scruton	Cllr
23	Essex County Council/EALC	John Jowers	President
24	Essex County Council/EALC Exec	Mick Page	Cllr
25	Finchingfield PC	Ian Brown	Clk
27	Great Baddow PC	Andrew Sosin	Cllr
28	Great Baddow PC	Jannetta Sosin	Chair/Cllr
29	Great Burstead & South Green Village	Bert Cottle	Cllr
31	Great Dunmow TC	Philip Milne	Cllr
32	Great Dunmow TC	John Davey	Cllr
33	Great Dunmow TC	Danielle Frost	Mayor
34	Braintree District	Peter Schwier	Cllr



35	Great Horkesley PC	Lance Williams	Cllr
36	Hockley PC	Sue Martin	Cllr
37	Hullbridge PC	Anne-Marie Bates	Clk
38	Langford & Ulting PC	Vicky Anfilogoff	Chair
39	Leigh on Sea TC	Paul Beckerson	Town Clk
40	Little Canfield PC	Paul Bryant	Cllr
41	Loughton TC	David Wixley	Cllr
42	Loughton TC	Shirley Haynes	Deputy Clk
43	Loughton TC/SLCC	Enid Walsh	Town Clk
44	Maldon District Council	Henry Bass	Vice Chair
45	Messing Cum Inworth PC	Dawn Marriott	Clk
46	Mistley PC	Martin Rayner	Chair
47	Moreton, Bobbingworth & The Lavers PC	Adriana Jones	Clk
48	Mount Bures PC	Jenny Wright	Clk
49	Mount Bures PC	David Lee	Chair
50	North Weald Bassett PC	Cyril Hawkins	Chair
51	North Weald Bassett PC	Brian Bartram	Cllr
52	North Weald Bassett PC	Susan De Luca	Clk
53	Ongar TC	Aimi Middlehurst	Town Clk
54	Ongar TC	James Browning	Cllr/Chair
55	Rawreth PC	Alister Matthews	Chair
56	Rawreth PC	Chris Stanley	Cllr
57	Rayleigh TC	Chris Stanley	Cllr
58	RCCE	Nick Shuttleworth	Exec Director
59	RCCE	Suzanne Harris	Manager
60	RCCE	Sarah Sapsford	Manager
61	Ridgewell PC	Karen Steele	Cllr
62	Rivenhall PC	Jack Prime	Cllr
63	Rochford PC	Maureen Lamb	Cllr
64	Rochford PC	Janice Rigby	Clk
65	Shalford PC	Colin Golding	Cllr
66	Shalford, Great Sailing & Radwinter PC	Cathryn Carlisle	Clk
67	Sheering PC	Rodney Northwood	Chair

68	Sheering	Debbie Tennant	Clk
69	Sible Hedingham	Gillian Jefferson	Vic Chair
70	Springfield	Susan Sullivan	Cllr
74	Sth Woodham Ferrers TC	Karen Hawkes	Town Clk
75	Sth Woodham Ferrers TC	Tory Melhuish	Deputy Clk
76	Sturmer	Jo Porth	Clk
77	Sturmer	David Porth	Cllr
78	Tendering District Council	Mark Platt	Cllr/Vice Chair
79	Tendering District Council	Raluca Platt	
80	Tiptree	David Evans	Cllr
81	Toppesfield	Andrew Bull	Chair
82	Toppesfield	Linda Bower	Cllr
83	Wakes Colne	Diane Jacobs	Clk
84	West Hanningfield	James Sims	Chair
85	West Hanningfield	Paula Davies	Vice Chair
86	Witham Town Council	Mark Squire	Town Clk
87	Witham Town Council	Patrick Horner	Cllr
88	Woodham Ferrers & Bicknacre	June Saltmarsh	Chair
89	Elsenham Parish Council	Ray Franklin	Cllr
90	Ramsden Bellhouse PC	S Faulkner	Clerk
91	Ingatestone & Fryerning PC	P Jeeta	Cllr
92	Rayne PC	Michael Begley	Cllr
93	Epping Upland PC	David Buckle	Cllr
94	Southminster PC	Bryan Beale	Cllr

## APOLOGIES LIST

<b>Name</b>	<b>Representing</b>
Cllr Don Smith	Chairman BALC, Rayne Parish Council and EALC Executive
Cllr John Aldridge	Chairman ECC
Ian Willet	Code of Conduct Tutor
Alan Smart	Tutor - Certificated Courses
Cannon John Brown	Vice President
Cllr Jayne Chapman	Tendering District Council
Patricia Hughes	Mayor Chelmsford
Cllr Rodney Bass	Cabinet Member for Infrastructure
Margaret Grimster	Vice President
Cllr Steve Cole	Mayor of Castle Point
Cllr Peter Martin	EALC Exec
Cllr Paul Downes	Noak Bridge PC
Cllr Mark Cottrell	Noak Bridge PC
Keith William	Birchanger Clerk
Myrna Liles	Frinton & Walton TC
Cllr Harrison	Basildon Borough Council
Sue Pullen	East Mersea & Winstred Hundred
Cllr Terri Sargent	Noak Bridge PC
Cllr Andrew Schrader	Noak Bridge PC
Chair	Maldon District Council
Cllr Savage	Maldon Town Council
Vicki Jarvis	Noak Bridge PC
Cllr Norman Flint	Ramsden Cray PC
Cllr Mark Biddle	Shotgate PC
Cllr Martin McClenaghan	Shotgate PC
Cllr Keith Allen	Shotgate PC
Cllr Jackie Woolf	Shotgate PC
Cllr Gerry Fanthorpe	Shotgate PC
Cllr Julie Young	Madam Mayor of Colchester Borough Council
Kelly Holland	Ashingdon, Canewdon Clerk & EALC Trainer
All Councillors	Pentlow Parish Councillors
Valerie Morgan	EALC Exec
Chris Manning Press	Past President
Jan Manning Press	Wife of past President
Hamish McIwrick	Hadstock/EALC Exec

Linda Belgrove	Alresford/EALC Exec
Deborah Tonkiss	Billericay TC
Cllr Don Morris	Basildon DC
Cllr Vivien Chapman	Brightlingsea TC
Cllr Sheldon	Castlepoint DC
Cllr Peter Brown	Chelmsford ALC
Chair/Clk/Cllrs	Chigwell PC
Cllr Theresa Higgins	Colchester BC
Cllr Don Smith	EALC Exec
Cllr Mrs Tilly Pink	EALC Exec
Ian Willet	EALC Trainer
Dominic Petre	EALC Vice President
Nicki Matthews	East Donyland Clerk
Chair, Clk, Cllrs	East Hanningfield PC
Cllr Norman Hume	ECC Chair
Cllr John Aldridge	ECC Vice Chair
Cllr Liz Webster	Epping Forest DC
Val Evans	Epping Upland PC Clerk
Chair, Clk, Cllrs	Frinton & Walton Town Clerk
Deniz Borg	Hullbridge PC
Jenny Clemo	Langford & Ulting
Andrew Wately	Maldon
Tom Arnold	Nazeing PC
Lorraine Ellis	Nazeing PC
Mark Cottrell	Noak Bridge PC
Chair, Clk, Cllrs	Ramsden Bellhouse PC
Cllr Heather Glyn	Rochford DC
Cllr Peter Vickers	Shotgate PC
Georgina Bassett	Shotgate, Ramsden Crays & Noak Bridge PC
Colleen Moss	Stanway Clk
Cllrs	Stanway PC
Cllr Fred Nicholls	Tendring DC