



Essex Association of Local Councils

MINUTES

EALC Management Meeting Agenda 9th April 2020 at 3 pm

Via Microsoft Teams

9th April 2020

During COVID-19

Members Present

Cllr Peter Davey	(Chairman)
Cllr John Gili-Ross	(Vice-Chairman)
Cllr David McPherson-Davis	(Treasurer)
Charlene Slade	(Chief Executive Officer)
Joy Darby	(EALC Strategic Lead Manager)

Agenda

1. Chairman's Welcome

Welcome by the chairman

Chairman's Meetings Attended Via ZOOM, Skype, Microsoft Teams

25th March NALC Management Board briefing

26th March EALC empowered Executive members briefing by the CEO and CEO Designate

7th April NALC Management Board

2. Apologies for Absence

No Apologies

3. Minutes

3.1 Minutes of the Management meeting held on the 2nd April which were approved

4. Personnel

Charlene to manage the staff holidays. Agreed.

5. Finance

5.2 David McPherson-Davis Update – Cash flow Opening Balance £225,470.62
Now included.

5.3 Financial forecast projections – Cllr David McPherson-Davis
Update.

5.4 Cash flow update (Appendix 1)
With a carried forward balance of £225,670.62
This shows that EALC will have sufficient reserves to cover the current assets over current liabilities as per the EALC reserves policy.

Invoices have been submitted to the ECC for all funds for the 2020/21 financial year requesting payment in April

5.5 Statement of Reserves (Appendix 2)
Noted.

5.6 Affiliation fees update (Appendix 3)
Noted.
Provide Affiliation fees received as a percentage of total affiliation fee in the next report.

6. New Initiatives and Other Matters for Decision

6.2 Clerks Forum – Update from CEO and EALC Strategic Lead Manager
3 executive members are taking part in the Clerks Forums.
Open up to all executive members to take part. Agreed.
Pearl, Joy and Charlene are having a meeting Tuesday 14th April to confirm the process.

6.3 New Online Courses to be written – update from CEO
Update with Tutor Alan Smart and Pearl Willcox on ways to transfer current course to an online course using zoom.

EALC is liaising with the NALC over security issues raised by local Councils in using the Zoom platform however during this period we will continue to use Zoom until advised otherwise

6.4 COVID - 19 Update from Strategic Lead Manager
Advice prepared for Sir Bernard Jenkin to be checked over the weekend and report back to Joy who will respond with the procedural way forward to Sir Bernard.

7. National Matters

7.1 Update from Chairman
NALC Management Board Meeting attended via zoom
EALC Empowered Executive members meeting

Daily updates with the CEO

8. Essex Matters

8.1 Essex County Council – Update from CEO

Essex County Council have received the invoice issued for core grants, confirmed. Health and Wellbeing grant discussed and grant fund, costs need to be controlled.

It was imperative that we produce a Special County update highlighting the success stories following the CIF awards in November 2019 totalling £244,187

8.2 Local Community Hubs Sitrep – Update from CEO

Daily meetings with ECC are scheduled, attended by CEO as and when possible.

8.3 New Fund – Update from CEO

Foodbank Fund part of ECC initiative to raise funds for the food banks. Administered by EALC via a separate Unity Account.

8.4 Vice Chairman Report - Update

Colchester is recycling, working very well with Parish Council and Volunteers. Police reports are good and all information is being passed down the line by a number of sources.

Voucher scheme - The Chairman sought clarification on the free school meals, Charlene to ask the question with the ECC Hubs.

8.5 Staff Reports

Appendix 6. Noted.

8.7 ECC Funds Update

8.8 CIF, CIF Emergency Fund, Micro Grant, NHS England, Foodbank Fund
Noted.

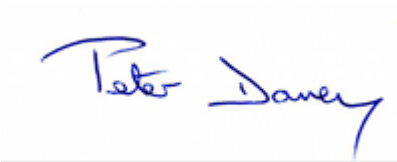
8.8.1 County Update good news stories, EALC working on a special updated for good news stories. Noted.

8.8.2 NHS England. Re allocation of funds. Awaiting instruction, Charlene to report back to management.

9. Essex Rural Partnership. Noted.

10. Police Matters. Noted.

- 11. Feedback and Next Agenda**
No Feedback.
- 12. Date of Next Virtual Meeting**
7th May 2020 3 pm
- 12. Matters for future agenda items**
- 13. Meeting Closure 16:35 hours**

A handwritten signature in blue ink that reads "Peter Daney". The signature is written in a cursive style with a large initial 'P'.

14/04/2020