



**Essex Association of Local Councils
Minutes of the Executive Meeting
19th January 2017
42B High Street Great Dunmow CM6 1AH**

Present

Name	District	Name	District
Cllr Jim Devlin	Basildon	Cllr McPherson-Davis	Basildon
Cllr Peter Davey	Brentwood	Cllr Helen Edwards	Braintree
Cllr Alan Acott	Castlepoint	Cllr Richard North	Brentwood
Cllr Stuart Berlyn	Chelmsford	Kathryn Richmond	Epping Forest
Cllr John Gili-Ross	Colchester	Angela Balcombe	Essex CC
Cllr Mrs Sheila Jackman	Epping Forest	Cllr Roy Martin	Rochford
Cllr Mick Page	Essex CC	Cllr Abdul Hafiz	Maldon
Cllr Peter Davey	Brentwood	Cllr Michael Talbot	Tendring
Cllr Alan Acott	Castlepoint	Cllr Mrs Linda Belgrove	Tendring
Cllr Stuart Berlyn	Chelmsford	Cllr Alan Acott	Southend
Cllr Hamish McIlwrick	Uttlesford	Cllr Keith Miles	LLCF

Also Present

Mrs Joy Darby
Mrs Linda Golding
Mrs Pearl Willcox
Mrs Carol Hartley
Miss Charlene Slade

Chief Executive Officer
Assistant Executive Officer
County Training Officer
Finance Officer (left the meeting after item 6)
Responsible Finance Officer

1. Chairman's Welcome and Announcements

The Chairman welcomed everyone to the meeting and wished them a very Happy New Year and that the Association had an every better one!

The meetings and events attended by the Chairman since the last EALC Executive Meeting to January 2017 are shown below.

2. Chairman's Meetings & Events Nov 2016 to 12th Jan 2017

The meetings and events attended or to be attended from the last EALC Executive meeting to January 2017 are shown below.

- ✓ Chair and CEO Update Meetings
- ✓ 2 Superfast Community Engagement Meetings
- ✓ Countywide Parish Engagement Event ECC – Records Office Chelmsford
- ✓ Leigh on Sea Town Council Presentation of EALC achievements
- ✓ Meeting with Simon Walsh – EALC Offices
- ✓ ERP Strategic Board Meeting - Chelmsford
- ✓ EALC Personnel and Finance committee meetings
- ✓ A120 Road dual carriageway proposals
Essex County Council is consulting on this for Highways England. The response rate is very important.

The following appointments to committees are relevant to the wellbeing of communities in Essex but will not be expensed through the EALC

- ✓ Police & Crime Panel – 1st Stage Budget Review Chelmsford
- ✓ Blue Light Services Amalgamation Meeting – Chelmsford

This process is now moving forward and there is likely to be an additional responsibility for the Crime Commissioner

- ✓ Community Initiatives Fund – Judging Panel – Marks Tey
- ✓ Essex Fire Authority – Roles & Responsibilities Sessions 1&2 Kelvedon
- ✓ Nigh Time Economy Patrol – Community Policing Awareness Colchester

Request

Members who will not be attending Executive Meetings are required to give apologies. This is important because the staff must know who is attending the meetings, so that places round the table are not allocated unnecessarily with the lack of space we have to fit everyone in and for the catering.

3. Apologies for Absence

Brian Hindley	Colchester	Cllr Bryan Ledger	Maldon
Cllr Mandy Cohen	Rochford	Cllr Peter Brown	Chelmsford
Executive Members not present			
Cllr Don Smith	Braintree	Cllr Keith Artus	Uttlesford

4. Minutes

4.1 Minutes of the Executive Meeting held on the 17th November 2016.

Cllr Peter Davey proposed and Cllr Sheila Jackman seconded the approval of the minutes, all Members voted acceptance. The minutes were subsequently signed by the Chairman.

5. Personnel – Cllr Gili-Ross to report

5.1 Cllr John Gili-Ross introduced the two new members of staff Charlene Slade (Responsible Finance Officer) and Tracy Millard (Office and Training Administrator).

Cllr Gili-Ross reported at the last Personnel Meeting our policies managing staff attendance, dress code and staff budgets were reviewed. He added the whole of the Sector is always on the move and so there is a need to keep up with current thinking.

- Personnel Committee 9th February 2017 at 12 noon
- Finance Committee Meeting 9th February 2017 at 2 pm

6. Finance

6.1 Budget Report

Forecast – Based on December figures

- Training – no change
- Publications – slight deficit
- Core grant and training grant – as expected
- Transparency funding – less than budget
- Admin expenses
- Spilt rent and utilities (remain as budgets)

- Members expenses – up on last year and budget
- Personnel Committee expenses – over spent due to the number of meetings
- Members expenses to be claimed before end of the financial year and following each Executive Meeting.
- AGM costs up – due to no charges being levied this year.

Budget (Provisional)

- Maternity cover – Personnel Committee to discuss
- Deficit £ 11,200
- NIC grant is not guaranteed
- Transparency grant not guaranteed
- Reviewing staff budget
- Pension Fund additional costs 17.8% going up to 18.8%
- Deficit is rising and EALC will be paying 3,900 and rising the following year and year after
- Legal briefing on revisiting a Council decision within the 6 months

6.2 Bank Balances - Noted

6.3 Statement of Reserves May 2016 - Noted

6.4 Affiliation Fee update - Two parishes still outstanding – only £500

6.5 NALC Affiliation Fee Working Group

NALC Fee new model is called the “Smooth Transition Method and allows NALC to develop a fee structure that they set.

There are currently 3 models that have been provided to Essex. All different with various degrees of risk attached to retaining membership.

Cllr Davey expressed his concerns about the risks involved and he told the meeting it was impossible to vote on something that was unclear on what we were voting on.

It was proposed by Cllr Peter Davey and seconded by Cllr Stuart Berlyn to vote that Essex wishes to remain on the current fee structure.

All voted in favour.

A short discussion was held on the Task and finish Group.

6.6 Review of Financial Standing Orders

Executive members were provided with a draft set of Standing Orders that had been approved by the Finance Committee for adoption.

Proposed by Cllr McPherson-Davis

Seconded by Cllr Peter Davey

Motion was carried.

Cllr McPherson-Davis wished to personally thank Mrs Hartley for all her hard work at the EALC. He commented on her excellent commitment and the Executive Members gave her a round of applause.

Mrs Darby gave a personal thank you as well, saying she had done a tremendous job, had simplified an over complicated system and said that she would be missed.

7. New Initiatives and Other Matters for Decision

No items to note

8. Essex Matters

8.1 Essex County Council – Cllr Mick Page Update

- A120 Consultation – very important and we must respond to be able to get this road built. You do not need to decide on which option, you just need agree that a new road is required. There will be 179,000 - 137,660 homes in Essex and 79,000 new jobs in Essex, this road is vital to Essex for the future. There are 5 options including upgrading and new routes – Essex County Council does not have a preferred route.
- A12 Consultation due in 2 weeks (A12 1st phase improvement starts in 2017/18)
- Budgets – ECC still must cut the budget
- £1 million per day for social care
- ECC £ 600 million of savings in the last few years and there needs to be more savings next year and the following year
- Council Tax increases are now more difficult to make
- This year it is still likely to be an increase of 3% which will all go on social care
- CIF and a Revenue CIF will go ahead
- Cllr Mick Page will not stand at the next elections and therefore this will be his last meeting.
- EALC needs to keep its reputation high, which has been developed during the last few years he had been working with us as he had endeavoured to raise the EALC profile at ECC
- Cllr Page told the meeting this is a fabulous organisation and he was sorry to be leaving the Executive Committee

Cllr John Gili-Ross spoke about the work Cllr Page had undertaken whilst on the Executive Committee and thanked him for all the hard work that he has done in supporting and creating the right arena to allow the EALC to be the organisation it is today.

Cllr Page was presented with a bottle of wine and an EALC gavel

Members of the Executive gave Cllr Page a round of applause.

Cllr Linda Belgrove spoke with passion about the hard work he has done in the past, stating that 'Cllr Page always got the job done!'

Mick Page 1983 – 1989 was Chairman of Tendring District Council and then became Leader until 2015. He told the meeting Local Government had changed, it is now so much harder. Today it is all about budgets and the bottom line and I can no longer do what I did for the people of Essex. Life has changed and you have to move on. Parish Councils are the most important part of local government because it is all about community.

8.1.1 ECC Cllr Finch Parish Report- Noted

8.2 Essex Crime Plan – Noted

8.3 Staff Reports – due to staff changes and sickness there were no general reports

8.4 County Training Officer Report – Mrs Pearl Willcox

- Courses start next week
- Bookings coming in
- Grant and Funding New Course
- Saturday Chairman Training Short Course
- New Saturday Morning Briefings – 2 hours, monthly
- Annual Parish Council Meeting and Annual Parish Meeting

8. National Matters

8.1 NALC Report – Cllr Peter Davey reported

- NALC Annual Meeting – Election of Councillors to positions
- Cllr Sue Baxter elected Chair of NALC
- Cllr Ken Browse Vice Chair
- Cllr Derek Liddell Vice Chairman
- Cllr Peter Davey appointed to the Finance Committee
- Cllr Peter Davey sits on the NALC Building Review of 109 Great Russell Street – looking at where NALC should be
- 2 New Councils and a drive to get new Councils in Membership

- Referendum Principles have not been applied to the parish sector
- Neighbourhood Plans are to be protected and if in place a development must not compromise the plan
- Structure review of NALC – Cllr Davey wrote to CEO and Chair about the way the current structures work and the importance of a Scrutiny Committee which must not be compromised
- The introduction of management accounts has been requested
- Lobby Day – 28th March 2018
- Two Parliamentary Events – Cllr John Gili-Ross to attend

8.2 Draft Minutes NALC Council – noted

8.3 Results of NALC Council Results of Elections – noted

8.4 Improvement and Development Board – noted

9. Feedback and Next Agenda

Joy Darby - Explained about the staff hours and the work to be undertaken

Cllr Keith Miles Neighbourhood Plans

Concerned about the principal authorities not reflecting the content of Neighbourhood Plans.

- Cllr Mick Page explained that the Neighbourhood Plan is one of the most important documents a Parish Council can create. Once approved by an Inspector they should be considered.
- New act to reinforce the importance of the plan being part of the system that the planning authorities must consider.
- Cllr Stuart Berlyn stated that the Principal Authority should have an Officer sitting on the plan group
- Cllr John Gili-Ross – there are 2 in Colchester in place, and the Parish Council must work with the Principal Authority Officers.
- Cllr Alan Acott – explained that the Castle Point Local Plan has been rejected by the Inspector.

Cllr Mrs Belgrove Housing approval

The Tendring Association met on the 18th January 2017, and there was concern that historical land where planning had been resisted was now being identified as potential planning.

Concern about the incursion of land by travellers, stating this should be a criminal act not a civil tort.

Cllr Michael Talbot

Spoke about the importance of planning and Local Plans and criminal acts undertaken by people wishing to gain access to land.

Kathryn Richmond

New Chief Executive Officer – SLCC

Cllr Gili-Ross

Spoke about his night on the beat with Essex Police and recommended that anyone given the chance of doing this should take it up.

Larger Local Councils – Mrs Linda Golding

To be held on the 21st February at Foakes Hall when the main speaker will be Cllr Rodney Bass from Essex County Council.

Angie Balcombe CIF

Cllr Mick Page thanked Angie Balcombe thanked for all her hard work in supporting him and the EALC.

10. Date of Next Meeting

23rd March 2017 at 10am at 42B High Street Great Dunmow Essex CM6 1AH

11. Meeting Closure

The meeting was closed at 11.55 PM

Signed **Date**