



**Essex Association of Local Councils  
Minutes Executive Meeting  
23<sup>rd</sup> March 2017  
42B High Street Great Dunmow CM6 1AH**

<b>Name</b>	<b>District</b>	<b>Name</b>	<b>District</b>
Cllr Jim Devlin	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	Cllr Roy Martin	Rochford
Cllr Mick Page	Essex CC	Cllr Michael Talbot	Tendring
Cllr Jon Anderson	Maldon	Cllr Hamish McIlwrick	Uttlesford
Cllr Mrs Linda Belgrove	Tending	Cllr Keith Miles	LLCF

**1. Chairman's Welcome and Announcements**

**The Chairman asked for a minutes silence in memory of the Members of the Public and the Police Officer Keith Palmer who lost their lives, and the 40 people some with life changing injuries, who were victims in the London Terrorist attack, yesterday.**

**The Executive and Staff present stood for one minute silence.**

The Chairman welcomed those present and he announced the resignation of Cllr Bryan Ledger due to ill health and welcomed Cllr Jon Anderson who would be his replacement representing the Maldon District.

The Chief Executive Officer was asked to write wishing Bryan well and thanking him for his service.

Cllr John Gili-Ross read the card from Mrs Hartley thanking the staff and Members for her leaving gift. She said in her card that she has learnt a great deal and had enjoyed her service with the Essex Association of Local Councils.

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

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- ✓ Chair and CEO Update Meetings
- ✓ Superfast Community Engagement Meetings (2 off) - County Hall
- ✓ Local Democracy APPG Meeting – Westminster
- ✓ Neighbourhood Planning APPG Meeting – Portcullis House London
- ✓ Rural Crime Forum – Little Waltham
- ✓ ERP Strategic Board Meeting – Chelmsford County Hall
- ✓ EALC Personnel and Finance committee meetings
- ✓ Strengthening Communities Meeting – County Hall
- ✓ Larger Local Councils Forum – Foakes Hall
- ✓ Civic Ceremony – Chelmsford Cathedral
- ✓ Essex Meeting Assembly Great Leighs
- ✓ Safer Communities for All Police Conference - Great Leighs
- ✓ CIF Revenue Fund with Cllr Page and Finch – County Hall
- ✓ A120 Consultation Launch – Earls Colne
- ✓ Leaders Meeting - Meeting with Cllr David Finch Leader Essex County Council and Cllr Mick Page on future work

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

- ✓ Police & Crime Panel Meeting - Chelmsford
- ✓ Essex Fire Authority & Essex Police Collaboration Meetings (2 off)

### **The Chairman gave further information on the following**

#### **Leader's Meeting with Cllr David Finch ECC**

The Chairman told the meeting a number of issues were discussed and exciting matters for the people of Essex. Items discussed were as follows :-

- Supporting Communities Fund

The fund will follow CIF Funding and will provide revenue funding. For example the employment of a handyman; with the Parish Council paying some costs with 50% match funding from the Essex County Council. The scheme will look at an agreement of 4 years funding. Up to 3500K per year.

- Lottery Fund

Essex Lottery being managed by a company on behalf of Essex County Council. This will support Essex Charities and give a monetary prize to those buying tickets.

- Charity organisations – to attract small organisations. EALC to be asked to help develop this scheme. This will not be open to the National Charities. Panel of 6 – 7 to meet twice per year, with the EALC Chairman to Chair the panel. Up to £350K per year.

- CIF £120k

**New High Sheriff** Simon Hall MBE wishes to meet with the EALC and get to understand how the EALC works and what happens in our communities. A meeting will be arranged to have a discussion.

#### **Highway Agency agreement with Essex County Council**

The Chairman Cllr John Gili-Ross wrote to Cllr David Finch about this idea in February 2017.

The EALC is waiting to see if this idea is developed further.

#### **Tending District Association of Local Councils – Proposal to Lobby MP's on the matter of Trespass**

The proposal seeks to amend the Trespass Law as follows

In principle the EALC Executive supports the following proposal: Trespass by any person or associates without written consent of the owners of the said land for the purpose of encampment will have committed a criminal offence.

Mrs Darby to supply the legal topic note in respect of trespass

Proposed by Cllr Mrs Jackman

Seconded by Cllr Keith Miles

The motion was passed with one abstention.

**Cllr Alan Acott told the meeting Castle Point Local Plan – has had feedback noting that the Borough Council has found insufficient provision for travellers.**

### **3. Apologies for Absence**

Apologies to be sent to [linda.golding@ealc.gov.uk](mailto:linda.golding@ealc.gov.uk)

Cllr Mandy Cohen	Rochford
Cllr Valerie Morgan	Southend
Cllr Hafiz	Maldon
Angela Balcombe	Essex CC

### **Not Present**

Cllr Helen Edwards	Braintree
Cllr Don Smith	Braintree
Cllr Keith Artus	Uttlesford

### **4. Minutes**

4.1 Minutes of the Executive Meeting held on the 19<sup>th</sup> January 2017.

Cllr John Gili-Ross signed the minutes following the agreement of the Executive.

### **5. Personnel – Cllr Gili-Ross to report**

5.1 Report Cllr Gili-Ross

- Vine HR report in respect of the staffing
- Personnel Committee
- Maternity cover
- Staff shortage
- Mrs Tracy Millard left the EALC
- Mrs Kerry Wood returned to work with the EALC

## **6. Finance**

### **6.1 Budget Report**

#### **Income**

Trading Income – extra courses and fees for courses

Direct Costs – costs associated with courses

Increase in rechargeable costs

Payroll being the significant increase, includes Pearls new hours

Essex Pension Fund – Deficit

#### **Expenses**

Affiliation Fee Changes

Payroll changes, reflecting the Vine Report

Services – Utilities

Admin expenses – in line with budget

Rent – £ 26500 amendment

This will all lead to a deficit of £4000

#### **Plan Years**

Estimates in the provisional budget and plan years

Maternity cover may change

Cllr Peter Davey proposed the adoption of the budget and Cllr Sheila Jackman seconded the proposal.

All Members approved the motion and the budget was accepted.

### **6.2 Bank Balances**

Noted

### **6.3 Statement of Reserves May 2016**

Noted

The EALC needs to focus on the EALC Liabilities and must ensure that the reserves are adequate.

### **6.4 Affiliation Fee update – Mrs Charlene Slade**

All invoices prepared ready to go out for the next year's fees in April 2017. Cllr John Gili-Ross to prepare a letter to the Councils in respect of the fees.

One Council left to pay last year's fee in Epping District – Mrs Darby to chase.

## **7. New Initiatives and Other Matters for Decision**

### **7.1 Crouch Harbour Authority Advisory Committee**

Cllr Peter Brown and Cllr Keith Miles to be nominated, Mrs Golding to inform the Harbour Authority of the authority of the nominations for the Advisory Committee.

### **7.2 Vice President Appointments**

Four nominations to go forward to the Annual General Meeting.

Margaret Grimster	(Current Vice President)
Peter Martin	(Current Vice President)
Cllr Mick Page	(New Nomination)
Dominic Petre	(Current Vice President)

Proposer	Cllr Peter Davey
Seconder	Cllr Michael Talbot

The EALC unanimously agreed the proposal.

The four names will be forwarded to the AGM for approval.

### **7.3 Police Conference**

Mrs Darby explained that the preparation for the conference is ongoing. It was hoped there would be a drone demonstration before lunch.

### **7.4 EALC Annual General Meeting**

The following were suggested topics for the Annual Conference

Funding Schemes – Leader ECC  
Setting up community pubs Plunkett Foundation  
Neighbourhood planning – MP – Lord Taylor  
Salix – interest free loans

Advertise the Chief Constable Stephen Kavanagh and the Police and Crime Commission Roger Hirst will only be speaking at the Police Conference in June this year and not again at the AGM.

Review the guest list and add – Roger Hirst and Stephen Kavanagh as guests this year.

### **7.5 Essex Rural Partnership**

Mrs Darby explained that EALC will be leading two of the 8 chapters as follows.

- 7.5.1 Chapter 1 Harnessing the potential in our rural economy (Cllr John Gili-Ross)  
7.5.2 Chapter 8 Thriving and proactive communities (Mrs Joy Darby)

Cllr Mrs Jackman asked the EALC to ensure that there is a positive outcome for this work.

## **8. Essex Matters**

### **8.1 Essex County Council**

Essex County Council is now in Election mode with Members going into Purdah.

Neighbourhood Plans – there are no plans on ditches and drains. In Somerset these plans are now including the water courses. Environment Agency is keen to work on these plans and there could be funding available to support this work.

- Southminster issues with flooding, no support given to the area from the Environment Agency.
- Issues with the old road leading into South Woodham Ferrers.
- Some Parishes do know this information
- Developer should be responsible

It was unanimously agreed that Cllr Page would be asked to take this forward.

### **8.2 Staff Reports**

- Transparency Funding – Amanda Brown – noted
- Local Council Awards – Amanda Brown – noted

### **8.3 County Training Officer Report**

- Saturday morning training going well
- Councillor Training days – fully booked and additional 2 further days added
- Social media training
- All courses are being progressed well

### **8.4 Fly Tipping – For Members information**

### **8.5 Essex Rural Crime Briefing Note – Noted**

### **8.6 Essex Rural Crime Minutes October Meeting – Noted**

### **8.7 Consultation deadline - A120 – closed 14<sup>th</sup> March 2017 – Noted**

### **8.8 Consultation deadline – Police and Fire Governance Consultation – Noted** <http://www.essex.pcc.police.uk/LocalCaseForChange/>

### **8.9 Future Best Practice developments of the CALC and Borough/City/District Associations**

Cllr John Gili-Ross explained that the EALC should be looking at working with the District Associations and having a meeting to share best practice. This is to support and help the development of the CALC and District Associations.

## **9. National Matters**

### **9.1 NALC Report**

Cllr Peter Davey

- Debate took place on the creation of Parish Council. This is to support communities.
- MP's Will Quince and James Cleverly at Portcullis House
  - Housing targets through Neighbourhood Plans
  - Charging schemes for the disposal of waste
- NALC Structure – not satisfied with how it works
- Cllr Peter Davey – now on scrutiny committee to support the improvement
- Future of 109, Great Russell Street – it is now decision time, on what will happen in the future
- Not possible to rely on affiliation fees, must develop a robust financial basis
- CCTV – new National Surveillance document (circulated on the e bulletin)

### **9.3 NALC Affiliation Fee Update**

1.9% fee for the coming year.

The transitional modally on the spread sheet was discounted by the majority of CALCs and will not be considered for 3 years.

There may be pressures to increase the fees.

## **10. Feedback and Next Agenda**

- 10.1 Cllr Jackman and Cllr Davey as Vice Chairman attend many meetings and it would be good to have a badge of office. To be considered.
- 10.2 Flytipping – issues
- 10.3 Social Media – understands
- 10.4 NHS – Chelmsford, Southend and Basildon – consultation
  - Basildon main accident/cardiac
  - Southend will be stroke
  - Broomfield will be the burns unit
- 10.5 Police have cancelled the event due to be run in Billericay High Street due to yesterday's terrorism event



As the meeting ran over to 12.25 pm some members left as car parking tickets expiring.

**11. Date of Next Meeting**

**25<sup>th</sup> May 2017 at 10 am at 42B High Street Great Dunmow Essex CM6 1AH**

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

DRAFT