

Essex Association of Local Councils
MINUTES OF THE MEETING OF THE LARGER
LOCAL COUNCIL FORUM
28th June 2018 10.00 am – 12.30 noon
 hosted by
DUNMOW TOWN COUNCIL

Present:

Cllr Peter Davey	Ingatestone & Fryerning PC Chair EALC	Cllr Phil Milne	Gt Dunmow TC
Cllr Vivien Chapman	Brightlingsea TC	Cllr Barry Easter Mayor	Gt Dunmow TC
Cllr Jim Devlin	Billericay TC	Deborah Tonkiss	Billericay TC Clerk
Mark Squire	Witham TC/SLCC	Cllr Jo Clark	Billericay TC
Cllr Patrick Horner	Witham TC	Cllr Sheila Jackman	EALC Exec/North Weald PC
Enid Walsh	Loughton TC	Cllr Alan Acott	Canvey Island TC
Cllr David Wixley	Loughton TC	Cllr Barbara Scruton	Epping Town Council
Joy Darby	EALC CEO	Tory Melhuish Clerk	Galleywood PC
Linda Golding	Asst, CEO EALC	Pearl Willcox	EALC County Training Officer
Helen Symmons	Leigh on Sea TC/Exec	Susanne Walker	Gt Notley PC/SLCC
Cllr Roy Martin	Hockley PC/Exec	Cllr Jeanette Stilts	Maldon TC Mayor
Cllr Sue Martin	Hockley PC	Cllr Peter Stilts	Maldon TC
Cllr Bob Tout	Rochford PC	Cllr Christopher Swain	Maldon TC
Cllr Robert Johnstone	Myland Community Council	Jane Coleman Clerk	Maldon TC
Cllr Sue Sullivan	Springfield PC	Cllr Jannetta Sosin	Gt Baddow PC

Also present

Speakers: Jane Gardner Deputy Fire Police & Crime Commissioner
 Cllr Simon Walsh ECC (arrived 11.15)

In the Chair after the election was Cllr Jim Devlin from Billericay Town Council

The Meeting was opened by the EALC Chairman Cllr Peter Davey

Cllr Davey welcomed everyone to the meeting and told delegates due to the untimely death of Cllr Keith Miles after the West Mersea Meeting the first item on the agenda was to elect a new Larger Local Council Forum Chairman.

Election of Chairman

There had been 4 nominations but Cllr Stuart Berlyn from Danbury Parish Council and Cllr Roy Martin from Hockley PC had since withdrawn from the election leaving Cllr Jim Devlin from Billericay Town Council and Cllr Jeanette Stilts from Maldon TC the remaining candidates.

Delegates were asked to use the voting cards provided which were then collected and counted by Joy Darby and Linda Golding.

The result was announced by Cllr Davey that Cllr Jim Devlin was the new Chairman of the Forum.

Opening Introductions by the new Chairman

The Chairman welcomed everyone present.

He went on to say that one of the regular attendees of the Forum on receiving news of Keith's death had emailed Linda-

"I was very sorry to hear about Keith. I didn't know him that well but liked the way he chaired the meetings. He had certain mannerisms and seemed to be a bit of a character. Difficult to imagine meetings without him when everything seemed so normal at the last meeting in Mersea".

Cllr Devlin said "I think we will all agree he was exceptionally good at running the meetings to time and he will be a hard act to follow".

As I mark of respect to Keith - this being the first meeting without him – the Chairman asked everyone to observe a minute's silence to remember Keith and to think about his wife and two daughters he left behind.

Minutes silence observed in memory of Cllr Keith Miles

Welcome to our speakers this morning:

We have two speakers for you this morning. Jane Gardiner and Cllr Simon Walsh. There will be the normal updates about the EALC NALC and SLCC.

Election of the EALC Executive Member representing the Forum

The Chairman asked for nominations for a representative on the EALC Executive as he himself was already an Executive Member representing Basildon.

Joy Darby suggested Cllr Jeanette Stilts be asked if she would like to be the representative to which she agreed.

Cllr Roy Martin proposed Cllr Stilts become the EALC Executive Representative on behalf of the Larger Local Council Forum

Seconded by Cllr Jannetta Sosin from Gt Baddow PC

The motion was carried.

Minutes from last meeting held at West Mersea on the 13th February 2018

The minutes were agreed and signed by the Chairman

The list of apologies received was read out by Linda Golding

Cllr Stuart Berlyn	Danbury PC
Kathryn Richard	Waltham Abbey TC

Welcome from Cllr Barrie Easter the Mayor of Gt Dunmow Town Council

The Mayor welcomed delegates to Foakes Hall in Great Dunmow on behalf of the Town Council which he said held many training events and social events. Great Dunmow is best known for the Flitch Trials which happen every 4 years when couples go before a jury comprising 6 maids and 6 bachelors. Winning couple receive a side of bacon. Applications will be out shortly. The town itself is expanding rapidly with the new building that is taking place which had tested the Neighbourhood Plan to its limits. The Local museum is still a place to visit and find out about local history. The carnival is one of the largest around with a parade, firework display, music and fun fair in the evening. He closed by wishing everyone an enjoyable day.

The Chairman thanked Cllr Easter for his welcome.

The Chairman then welcomed Jane Gardner to the meeting the Deputy Fire, Police and Crime Commissioner

Presentation by Jane Gardner

She told the meeting she was very pleased to be here and that she held Parish and Town Councils in high esteem. She went on to speak for around 45 minutes about the role of the Police Fire and Crime Commissioner, the work they do, and the amalgamation of the Fire and Police which had been Roger Hirst's vision.

- There would be a series of workshops coming up
- Roger setting the budgets
- Overwhelming message that more visible policing is needed
- More money coming into Essex
- 150 more police coming this year and hopefully another 150 next year
- Roger currently looking at funding formula
- Recognised there is bad crime in Essex
- New Fire Officer now in place
- New Chief Constable BJ Harrington to be officially appointed at meeting today
- Hoping to double number of special constables
- 287 police cadets and same in fire service
- EALC Police Conference coming up in November
- Difference already showing in rural crime communities

Jane gave a very interesting and informative presentation and then went on to answer a number of questions from delegates covering many subjects to do with crime and policing. In some cases she said she would take the query away and get back to the Councils concerned as she needed to look into background etc before giving an answer.

The Chairman thanked Jane for attending the meeting and for her presentation. (Jane left the Forum to go onto another meeting at 11.20)

SLCC Update – Suzanne Walker

The newly appointed Secretary of the Essex Branch of the SLCC gave her first update. She told delegates she was the Clerk to Black Notley Parish Council and had taken over from Margaret Saunders Clerk to Danbury Parish Council who was retiring. Mark Squire Town Clerk to Witham TC had become the new Chairman replacing Enid Walsh Town Clerk of Loughton Town Council who had stood down.

1. AGM took place on 15th March 2018 at Little Channels with useful talks on GDPR and a legal update. Mark and I hope that together with members of the executive committee we will be able to steer the branch in a direction that continues to offer valuable support to Clerks in their role.'

2. That the new Clerks mentor scheme has been set up and is administered by me and Abi from Ingatestone that offers support to new Clerks regardless of whether they are members of the SLCC and has proved popular. This complements the EALC new Clerk's training day and Mark and I attended a recent event which we found very useful for new Clerks.

3. Next event is SLCC EALC networking day in November
4. There will be a social event later this year being a visit to the Warner Textile Mill
5. A reminder of the comments on the EALC legal update that Parish and Town Councils may pay for a Clerk's SLCC subscription and a reminder that union function have been separated to the ALCC.

NALC Update

Cllr Peter Davey the EALC NALC Representative gave an update to delegates.

Finance and Scrutiny Committee

- The Finance and Scrutiny Committee, chaired by myself, met on the 5th June 2018
 - A meeting took place with Milton Avis, our external auditors, to review best practice and depth of the audit process with new initiatives being implemented at this year-end.
 - The drafting of new Financial Regulations
 - The drafting of new Financial Risk Management, Policy and Procedures
 - The drafting of a new Business Continuity Plan
 - Monthly reportage on cash flow,

Management Board

- The board met on 19 June 2018. Some of the key outcomes were:
 - Councillors noted our audited accounts had been received and showed a welcome small surplus
 - New financial regulations and a risk management policy were adopted
 - An extensive discussion on the future direction of NALC
 - Feedback received on ongoing discussions with the Association of Local Council Clerks, agreeing to seek the views of county associations on the shape of any new national agreement on salaries and terms and conditions of employment

Annual Conference

The National Association of Local Councils (NALC) is delighted to confirm Rishi Sunak MP, parliamentary under-secretary of state at the Ministry of Housing, Communities and Local Government (MHCLG) and Andrew Gwynne MP, shadow secretary of state for Communities and Local Government, as keynote speakers.

Neighbourhood planning support programme

- MHCLG have announced that Locality will continue to deliver their neighbourhood planning support programme for the next four years of which £22 million will be available to neighbourhood planning groups including our councils

County Officer's Forum

- The County Officer's Forum met at the offices of CCLA to discuss financial issues affecting the sector.

Unauthorised development and encampments

- The Ministry of Housing, Communities and Local Government has recently published a consultation on unauthorised development and encampments. The consultation covers local authority and police powers; court processes; trespass; planning enforcement; the provision of authorised sites and the impacts on the travelling community.

Joint LGA and NALC Conference

- Joy and I attended the Local Government Association (LGA) and National Association of Local Councils (NALC) jointly hosted national event on 16 May 2018 to launch a brand new guide on how principal authorities and Town and Parish Councils can work more collaboratively together to best serve the needs of their communities.

First meeting of new information governance group

- Representatives from NALC, county associations of local councils and the Society of Local Council Clerks (SLCC) met recently for the inaugural meeting of the new sector-led body established to support councils with information governance, GDPR, cyber security and Freedom of Information.

If anyone requires more detailed information about any of the topics Peter spoke about above please contact Linda Golding

The Chairman thanked Cllr Peter Davey for his update on NALC matters.

Presentation: Cllr Simon Walsh Essex County Council Cabinet Member for Environment and Waste

(Unfortunately the slide presentation that Cllr Walsh had brought with him was not compatible with the projector – this has not yet been received from his office)

Cllr Walsh told delegates there was a well rounded and high level plan in place. County. A lot is already being done. Helping to create a good place to grow up and work in.

- The David Attenborough programme had highlighted plastic waste problems and made people more aware that something needs to be done.
- Essex County Council and Suffolk Water encouraging retail outlets to refill bottles of water.
- 25 year environment plan
- Recycling now – Plastic Planet Campaign
- Recycling rules changed
- Over 50% waste now recycled
- Subsidised home compost recycling bin
- Social media important to our work
- Cloth nappy campaign. Disposal nappies huge problem
- Litter on roadsides
- Fly tipping – check people are fully licenced to take waste away
- Textile campaign to reuse clothing
- Collection points in some libraries for small electrical items
- Campaign encourages all residents to make one small change
- More electric points for cars
- Clean and plentiful water supplies
- Wildlife habitats
- Flood hazards
- Build up cattle herds for organic meat
- Woodland Creation
- Basildon Hospital to create water garden – experimental project

Cllr Walsh answered a lot of questions from the floor on numerous subjects about waste taking on board some of the comments from delegates.

The Chairman thanked Cllr Walsh for coming along to the meeting and giving an interesting and informative presentation.

EALC Update by Joy Darby, CEO

- Joy spoke about the forthcoming EALC Annual General Meeting and joint ECC Conference on the 20th September at Foakes Hall starting at 12pm
- The Buckingham Palace Nomination Forms were out for submission by Councils
- The Council of the Year Competition Form had also been sent out for Councils to submit their entry.
- The Police and Crime Conference was to be held on the 20th November in Gt. Dunmow
- Election Day Course on the 29th November at Foakes Hall in Gt Dunmow
- The 1894 Act preventing Councils giving money to churches. This Act is now outdated and work with NALC to Lobby Government to change the Act was underway.
- Mid Essex Health Meeting. Support needed for areas of excellence was really important. For example Basildon Hospital covering all heart cases and Broomfield covering burns. Joy had had first hand experience of Basildon when her husband has been admitted with a serious heart problem and could not speak highly enough of the expertise care he had received.

- Loughton Town Council had raised the question of air pollution at the last AGM and this was still being worked on.

The Chairman thanked Joy for her update.

Next meeting will be at Champions Hall South Woodham Ferrers on the 25th October (this date is different to the one shown on the agenda)

The Chairman closed the meeting at 12.30

Signed..... Date