



**Essex Association of Local Councils  
Minutes of the Executive Meeting  
8<sup>th</sup> September 2016  
42B High Street Great Dunmow CM6 1AH**

**Present**

Chairman                      Cllr John Gili-Ross  
Treasurer                    Cllr David McPherson-Davis  
Vice Chairman              Cllr Mrs Sheila Jackman  
Vice Chairman              Cllr Peter Davey

| Name                    | District      | Name                  | District      |
|-------------------------|---------------|-----------------------|---------------|
| Cllr Peter Davey        | Brentwood     | Cllr McPherson-Davis  | Basildon      |
| Cllr Alan Acott         | Castlepoint   | Cllr Helen Edwards    | Braintree     |
| Cllr Stuart Berlyn      | Chelmsford    | Cllr Richard North    | Brentwood     |
| 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 Jhual Hafiz      | Maldon        |
| Cllr Bryan Ledger       | Maldon        | Cllr Hamish McIlwrick | Uttlesford    |
| Cllr Linda Belgrove     | Tendring      | Cllr Keith Miles      | LLCF          |
| Cllr Valerie Morgan     | Southend      |                       |               |

**Also Present**

Chief Executive Officer      Mrs Joy Darby  
Deputy CEO                    Mrs Linda Golding  
Finance Officer                Mrs Carol Hartley  
Training Officer                Mrs Pearl Willcox

## 1. Chairman's Welcome and Announcements

Cllr John Gili-Ross welcomed two new Members; Cllr Jhaul Hafiz and Cllr Mrs Valerie Morgan to the meeting.

The meetings and events attended by the Chairman since the last EALC Executive meeting to September 2016 are shown below.

- ✓ Chair and CEO Update Meeting
- ✓ Basildon Association Meeting – Little Burstead Village Hall
- ✓ Tendring Association Meeting – Beaumont-cum-Mose
- ✓ Democracy Round Table Meeting – Great Dunmow
- ✓ ERP Strategy Launch Event – Chelmsford Race Course
- ✓ Strengthening Communities Programme – Essex Cricket Ground

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

- ✓ Police & Crime Plan – Sub group member
- ✓ Blue Light Service Amalgamation – sub group member (Later this month)

Police and Crime Plan has been distributed to all Executive Members.

The Crime Commissioner has asked that the EALC welcomes feedback from all Councils. Any comments please circulate to Cllr Gili-Ross, so that the Chairman can make a response on behalf of the EALC Executive. The plan will be circulated to all Essex Councils.

Members spoke about the following issues

- PCSO's cost to parishes, with no guarantee that they will be in the parish if there was an emergency elsewhere is not acceptable to the Councils wishing to purchase the additional service. Can this matter be considered by the Crime Commissioner to make it more favourable for Councils to invest in a scheme?
- The Dengie area of Maldon feels that they do not receive a good response, because of where they are situated in the County. Is this something that the Crime Commissioner can consider?
- Rural Specials – will there be a rural team for Maldon or is there already a rural team?
- Issues over the 101 numbers – some finding the response to calls unacceptably long 40-45 minute wait, whilst others find the service ok
- ECM Live updates by text mail – this still requires additional advertising.
- Specials – Local Newspaper is asking for Specials and Street Wardens (Canvey Island).
- Residents meeting, stating that drug transactions are common place. Police are asking for Members of the Public to take as much

information as possible and pass this to them. Intelligence is vitally important.

- Deputy Crime Commissioner – Jane Gardner

Executive Members to email Mrs Darby list of issues for Cllr Page to take up with Roger Hirst, who he meets every Monday.

## 2. Apologies for Absence

|                  |            |                     |            |
|------------------|------------|---------------------|------------|
| Cllr Don Smith   | Braintree  | Angela Balcombe     | Essex CC   |
| Brian Hindley    | Colchester | Cllr Peter Brown    | Chelmsford |
| Cllr Mandy Cohen | Rochford   | Cllr Michael Talbot | Tendring   |

### Not Present

Cllr Keith Artus

## 3. Minutes

3.1 Minutes of the Executive Meeting held on the 21<sup>st</sup> July 2016.

The minutes were agreed and subsequently signed by the Chairman.

Cllr Stuart Berlyn commented that it was very helpful the copy of the Minutes came out early.

## 4. Personnel – Cllr Gili-Ross to report

4.1 Cllr Gili-Ross told the meeting there was nothing to report.

## 5. Finance

5.1 Budget Report

- Courses £23K for last 4 months, high bookings – forecast is still conservative
- Expenditure low, will rise in the future as invoices are expected
- Cost of sales is high as the Local Council Administration has been purchased but will be sold to the Membership
- Grant Income looking good £10K
- Staff costs lower than expected, due to grants
- Distorted figure on year to date owing to CAB's purchased.

No changes for the plan currently

5.2 Bank Balances – noted

5.3 Statement of Reserves May 2016 – noted

Mrs Carol Hartley – Minimum level of reserves to be worked on and presented to next Finance Committee

5.4 Affiliation Fee update

Mrs Hartley reported that Newport Parish Council has not renewed its Membership, 4 Councils payments outstanding totalling about £442.

Mrs Darby to contact the District Secretary for the Uttlesford Association in respect of Newport PC and to discuss the matter further.

5.5 Reports by Cllr Peter Davey on NALC Affiliation Fee Working Group

NALC has taken the initiative on supporting CALCs to bring non members into Membership.

- Lowest County has 65 % membership against Essex at 99.6%
- Issues under discussion ‘remaining the same’
- Cllr Mercer smooth transition formula
- 1.9% Fee increase for 2017/18 and 2018/2019
- Vice Chair of NALC very receptive to Joy’s work with CALC’s on subscriptions
- Whole thing still very wide open – so work not in vain
- Very positive at the moment

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

(11am Mrs Hartley left the meeting)

6.1 AGM Update

Papers for the Conference and AGM went out on time and the office is receiving bookings.

Speakers – There had been a slight change to the speakers but the correct speakers went out in the mailing.

## **7. Essex Matters**

7.1 Essex County Council – Cllr Mick Page Update

- CIF Panels to start in November £125k
- Every CIF Panel is over subscribed

- There will be an announcement for the parishes at the AGM
- Listen carefully to Deputy Leader
- Local Plans – Cllr Page working across Essex to support the planning process
- All Local Plans must be with District by March 2017
- CC going through budgets, 93 million savings needed

(Mrs Willcox left the meeting 11.10)

## 7.2 Staff Reports

- Training – Pearl Willcox – noted
- Transparency Fund (Amanda Brown) – noted
- Local Council Awards (Amanda Brown) – noted

Cllr Peter Davey thanked all those involved and thanked Mrs Darby for the new LCA process now in place.

Mrs Darby explained the issues of the closing of a meeting to allow the public to speak.

- Work Update from Sian Morris – noted
- Work update from Kerry Wood – noted

## 7.3 Essex Rural Partnership – The new 2016 Strategy was noted

## 7.4 Highways Panels – Cllr Eddie Johnson Cabinet Member, Members considered if they wish to extend an invitation to discuss Highways Panels and other Highway related matters.

The EALC should provide a model of best practice for the meeting and ask that the model is adopted across the County so that there is no post code lottery.

Mrs Darby to provide a model of the best practice in the County and invite Cllr Johnson to attend our next meeting.

The invitation will be for 12 noon and a lite Lunch will be provided.

(Mrs Willcox returned to meeting 11.45)

## 8. National Matters

### 8.1 NALC Report – Cllr Peter Davey to report

- Cllr Davey is a Member of the Finance Committee, and reports that the deficit is £120 K. This needs to reduce to £0 over the next few years.
- Looking at grants, commercial sponsorship, and other income sources, the NALC will look at production of a pocket guide.

- NALC will be using free accommodation where possible
- Business efficiency to be looked into, share services and other lobby groups
- NALC Premises is being considered

8.2 Parliament Week – Update Mrs Darby 18<sup>th</sup> November 2016

- This matter is still in progress.

**9. Feedback and Next Agenda**

Highway issue of the Asheldham bends, affects 6 villages. Cllr Page explained that the Highways Panel would pass this back to ECC under Cllr Johnson/Cllr Bass as a ‘Capital Project’.

Roundtable Event – New chairs who are also new Councillors, some targeted training development is required.

The office was asked to undertake a survey on how many Chairman in the Council are new as Councillors.

CIF Quick Responses – Cllr Page explained that there is a quick response fund that Councils can tap into. 10 applications were made this week, all of which were emergency issues. £10K maximum

District Associations – next agenda

LLCF 12<sup>th</sup> October at Halstead – Roger Hirst and Smartwater are just 2 of the presentations.

**10. Future Meeting Dates**

**11. Meeting Closure**

| Date   | Venue                        | Time           |
|--|------------------------------|----------------|
| 17 <sup>th</sup> November 2016                                   | 42b High Street Great Dunmow | 10am – 12 noon |
| 19 <sup>th</sup> January 2017                                    | 42b High Street Great Dunmow | 10am – 12 noon |
| 23 <sup>rd</sup> March 2017                                      | 42b High Street Great Dunmow | 10am – 12 noon |
| 25 <sup>th</sup> May 201   | 42b High Street Great Dunmow | 10am – 12 noon |
| 20 <sup>th</sup> July 2017                                       | 42b High Street Great Dunmow | 10am – 12 noon |
| 7 <sup>th</sup> September 2017                                   | 42b High Street Great Dunmow | 10am – 12 noon |
| <b>EALC AGM – Noon – 5 30 pm 19th September 2017 Foakes Hall</b> |                              |                |
| 23 <sup>rd</sup> November 2017                                   | 42b High Street Great Dunmow | 10am – 12 noon |

The meeting closed at 12.25

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