

CUMBRIA ASSOCIATION OF LOCAL COUNCILS

EXECUTIVE COMMITTEE

Minutes

In line with government guidance regarding the Covid-19 pandemic announced on 23rd March 2020, the scheduled meeting of the CALC Executive Meeting on 19th June 2021 was held remotely via the internet.

Minutes of a meeting of CALC's Executive Committee held on **Saturday 18th September 2021 at 10am.**

Present:

Sue Castle-Clarke
Jonathan Davies
Mary Bradley
Bryan Craig
Mike Higginbotham
Andy Pratt
Mark Kidd
Bev Pink
Peter Smillie
David Graham
Leith Hallatsch

In attendance: Samantha Bagshaw, Chief Officer

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs David Wilson, Jane Tea, Doug Sim and Mike Cumming

2. DECLARATIONS OF INTERESTS

None declared

3. MINUTES

It was noted that Cllr Leith Hallatsch had submitted apologies to the June meeting which had been omitted from the minutes. The Chief Officer agreed to amend this by adding his name.

Minutes of the meetings held on **Saturday 19th June 2021** were otherwise **agreed**

4. LEGAL STRUCTURE OF CALC

The Hon President spoke to the report he had written for the Executive Committee. He explained that the current constitution and governance arrangements were very basic. He emphasized the personal liability of the Executive members and senior officers currently in the event of a costly incident such as legal action.

The paper he had written set out the benefits of moving to a Charitable Incorporated Organisation.

Members asked questions including what the additional financial burden on the organization be in terms of accountancy fees. The Chief Officer replied that she had asked CALC's accountants and if CALC chose to go down the Charitable Incorporated Organisation route, then the additional cost would be in the range of a few hundred pounds.

It was noted that there is insurance to cover staff currently but that the CIO status would cover the Executive too.

It was asked whether members from the district associations would make up the new board of Trustees? The Chairperson explained that in line with Charity Commission requirements, the new structure would comprise skilled or experienced individuals to run the organization and that appropriately qualified people from the wider membership would be invited to come forward. They would go outside the membership only if they were not able to fill the roles from within the membership.

It was noted that there are no other County Associations in NALC that are Charitable Incorporated Organisations.

Members sought clarification on the timing – the President confirmed that the approval he was seeking in this item was to take the matter to the Annual General Meeting to get the memberships approval to proceed with an application. However, before the application is formally submitted, all the paperwork including the new articles for the CIO would be brought back to the membership and the CALC Executive Committee in extraordinary meetings.

Members requested that the membership is kept informed about the change and what it would mean especially with a significant 'culture change' of the trustees replacing the Executive Committee and being made up of appointed members rather than being directly elected by the membership of the organisation.

The Hon President explained that the draft articles need to be submitted to the Charity Commission so that they can assess the application with full information. Before this happens, the papers will be brought back to the Executive.

There was concern expressed that the articles were not being drafted in conjunction with the membership and that there should be more time spent explaining the change to the membership.

The Chairperson reassured the meeting that this early stage involves seeking a green light to begin looking at the issues and that the articles will be brought back to the AGM again at a later date.

Further concerns were raised about local representation in running a CIO and how the structure allows for the concerns of members in each of the different areas.

The comments from CALC's accountants at Saint and Co were noted.

A vote was taken and it was **agreed**:

That the Executive Committee seek Member agreement at the AGM to progress an application to become a CIO and to allow the Executive to agree the detailed Constitution

5. CALC ANNUAL GENERAL MEETING 16TH OCTOBER 2021

The Committee considered the report on the Annual General Meeting.

The question of the annual increase of the CALC portion of the subscription fees was raised. Members expressed concern about the size of the proposed percentage rise including concerns about it rising above the level of inflation and queried why a larger increase was necessary.

The Chairperson pointed to the table below:

% increase	£ generated for CALC	Total £ amount for CALC (excl. NALC)
5.00	1,840	38,639.63
6.50	2,392	39,191.63
8.25	3,036	39,835.62
9.00	3,311	40,111.62

Sue explained that even though the percentage sum seemed large, it only generates a relatively small amount of additional income. This coming year will be a challenging one with CALC needing to spend more time and resource on guiding members through local government reorganization. Not only this, it is also the case that with the abolition of the current district, borough and county councils, a significant portion of CALC's income is going to be uncertain and the organization needs to prepare for these possibilities.

It was agreed that whichever percentage increase was agreed, Sue would prepare a more detailed report for the AGM to illustrate what impact the increase would have on smaller, medium and larger member councils.

The Chief Officer also explained the new format for the AGM for this year, with the business part of the meeting first followed by two opportunities to hear from the three speakers who have been invited.

It was **agreed** to recommend to the AGM:

- i. that the current President and Hon. Treasurer be re-elected ;
- ii. that Saint & Co be re-appointed as CALC's auditors ;
- iii. That the portion of the CALC subscription income shall be increased by 8.25% for 2022/23
- iv. That the CALC subscription for parish meetings which raise a precept shall be £36 in 2022/23, plus 7.49p per elector for the NALC membership fee.
- v. That the CALC subscription for parish meetings which do not raise a precept, shall also be £36 in 2022/23, plus 7.49p per elector for the NALC membership fee.

6. CALC'S ENGAGEMENT WITH MEMBERS ON LOCAL GOVERNMENT REORGANISATION

The Committee noted the report and requested that, if possible, sessions could be recorded and shared with other members.

7. MINUTES OF THE STAFFING COMMITTEE MEETING ON 17TH AUGUST 2021

The Committee noted the minutes of the Staffing Committee.

8. TERMS OF REFERENCE OF THE STAFFING SUB-COMMITTEE

The Chairperson requested that Item 8 be taken with Item 9

9. NEW GOVERNANCE SUB-COMMITTEE

The Chairperson proposed that for pragmatic reasons, instead of two separate committees, a single sub-committee of the Executive Committee be created and that the remit of the existing Staffing Sub-Committee be extended to include the remit for governance matters.

Agreed:

That a new sub-committee be formed called Staffing and Governance Sub-Committee and that the Terms of Reference be combined to reflect the joint purpose of the sub-committee.

That Cllr Mary Bradley is appointed to the new sub-committee in addition to the existing members of the Staffing Sub-Committee

10. UPDATED MONITORING BUDGET STATEMENT TO JULY 2021

The Committee noted the budget statement.

11. BALANCED SCORECARD REPORT

The Committee noted the Balanced Scorecard Report

12. MEMBER SURVEY

The Committee noted the Member Compliance survey that had been carried out earlier in the year and the fact that the majority of members responding indicated that their council documents are now digital and fully accessible online.

13. COMMUNICATIONS WORKING GROUP

The members considered the report on the costs of producing and printing a new style newsletter.

It was **agreed** that:

The item be deferred to the next meeting as it needed more time for consideration.

14. REPORTS FROM DISTRICT ASSOCIATIONS

The committee noted the reports from the district associations. Concerns were raised that South Lakeland District Association had not elected a Chairperson and that in future all the elections need to be scheduled in time for the names of new Chairpersons and Vice Chairpersons to be notified to CALC's Annual General Meeting.

15. CHIEF OFFICER UPDATES

The committee noted the reports from the Chief Officer.

16. REPORTS FROM CALC REPRESENTATIVES

Cllr Mary Bradley was thanked for her hard work with the Allerdale Geological Disposal Facility Working Group.

The committee noted the reports from the CALC representatives.

17. ITEMS FOR CONSIDERATION AT FUTURE MEETINGS

Items for consideration for the January meeting include:

- NALC and consideration of issues that may be suitable to take forward to the NALC policy committee

17. DATE OF THE NEXT MEETING

The next meeting of the CALC Executive Committee will take place on Saturday 22nd January 2022, via Teams at 10am

Signed by the Chair
