

CUMBRIA ASSOCIATION OF LOCAL COUNCILS LTD

BOARD MEETING

The meeting of the CALC Ltd Board on 4th April 2025 was held remotely via Microsoft teams.

Minutes

Minutes of the CALC Ltd Board Meeting held on 4th April 2025 at 10.00am

Present:

Mary Bradley – Chair

Sue Castle-Clarke – Vice Chair Westmorland and Furness

Andy Coles

Bryan Craig

Jonathan Davies

Mike Higginbotham

Nick Perie

Andy Pratt

Doug Sim

In attendance: Sonia Hutchinson Company Secretary

1. Apologies for absence

Apologies were received from Will Huck and David Wilson

2. Declarations of interests

No declarations of interest.

3. Minutes of the meeting held on 8th February 2025

The minutes of the meetings held on the 8th February 2025 were approved.

4. Election protocol and guidance

- i. To vote on whether we include the following in the Directors eligibility criteria page 8 appendix 2

Directors must not have had a Code of Conduct complaint upheld against them within 4 years preceding their CALC Board nomination

Mary Bradley provided a brief outline of the current position regarding the director election documentation that had been circulated prior to the meeting and pointed out that the issue that still needed to be resolved was whether or

not the sentence referring to the Code of Conduct outlined above should be included in the eligibility criteria for the Directors role profile.

Following a long discussion on the matter it was agreed to put it to the vote – 7 directors voted in favour of leaving it in the document, 1 director was against and 1 director abstained. It was therefore agreed to leave the sentence in the eligibility criteria but to add Local Government in front of code of conduct for clarity.

- ii. To agree the revised protocol following director's inputs.

It was agreed that subject to final tweaks from Sue Castle-Clarke that won't alter the content, the protocol was signed off for use in future elections.

- iii. To agree to progress elections for SL and Treasurer

It was agreed to fill the vacancies for a South Lakes Director and a Treasurer subject to the following provisos :-

The treasurer role will go out to the membership first for nominations, but an application form must be completed,

The appointment of Treasurer will be based on having the expertise to do the role,

The Treasurer will not be a 13th director, if they are required to be a director to satisfy Companies House requirements then they will be a non-voting director.

5. ALC's and NALC Summit May 2025

Mary explained that there was some concern as to whether or not the summit would in fact go ahead, but in case it does the Board needs to agree a response to the questions raised by the ALC Chief Officers. Following a brief discussion it was agreed to go with Mary's suggestion that a small working group comprising directors with experience of NALC should meet to produce a briefing paper with recommendations which will be circulated to all directors for comment before being agreed as Cumbria's response.

6. Strategic Management Plan 2025-2026

Mary explained that the document had been revised by the working group and that she would go through the document to see if anyone had any other changes to make. Following a long discussion on the spider diagram it was agreed to bring two versions back to the board one with the spider diagram finishing with the circles, with some colour added to the circles, and one version to also include the sticks and additional text which went into more detail. It was also agreed that all directors would go through the document and if they wanted to make any further changes to email Sonia or Mary with the changes.

7. Establishment of Sub-Groups

Mary suggested having three CALC subgroups, Business and Development, Communications and a Staffing group. It was agreed that the existing terms of

reference would be circulated to all directors and that directors will be asked to volunteer as to which group they would like to sit on. It was also agreed that the matter would be discussed at the next CALC branch meetings with responses being sent to Sonia. Final terms of reference and the names of volunteers sitting on each group will be brought back to the June board meeting for ratification.

8. CALC Policies

All the changes to CALC policies, outlined on the previously circulated spreadsheet, were agreed and the policies were re-adopted. It was also agreed that all CALC policies should be on the CALC website – Sonia Hutchinson to action.

9. Next Meeting Date

CALC Board meeting 7th June 2024 at 10.00am virtual.