

DEC 2018 EXECUTIVE BOARD MINUTES

Minutes of the meeting held at Broomhall and Sound Methodist Chapel, Wednesday 12th December 2018, 10.30am

PRESENT

L Burns	J Cornell	J Critchley	A Keppel- Green
S Hulse	B Kerr	T O'Neill	S Ranger
D Rowlands	L Smetham	F Thomas	C Todd
F Tunney	F Walton	J Weaver	

APOLOGIES

J Heselwood	P Jackson
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The Chairman, Stuart Hulse, welcomed everyone to the meeting

ELECTION OF OFFICERS

270/18

It was agreed that the following officers be re-elected for the forthcoming year:

<i>Chairman</i>	<i>Stuart Hulse</i>
<i>Deputy Chairman</i>	<i>Philip Jackson</i>

MINUTES

The minutes of the previous meeting were circulated in advance.

271/18

It was agreed that the minutes of the meeting held on 19th September 2018 be approved without amendment.

COUNTY CHAIRMAN'S REPORT

The Chairman advised members that he had attended a meeting of the Rural Board, which is part of the LEP. In the absence of the Chairman Stuart chaired the meeting. It did seem to be somewhat disjointed. It was noted that Cheshire East did seem to be getting on top of rural issues.

Stuart then produced a document from DEFERA for circulation aimed at encouraging the development of small businesses. The minutes of the meeting are not yet available.

In addition, the 'Green Infrastructure Summary' produced by Cheshire East Council is also available for circulation. Lesley Smetham added that David Rutley was closely involved in this.

Stuart also attended a meeting with the Police and Crime Commissioner. It was noted that the Chief Constable has now been cleared of all accusations. There were issues around the shortfall of £2m in the budget.

The PCC did say that he has had to look at considerable budget savings. Stuart raised concerns that the discussion seems to centre around PCSO's not police officers.

Colin Todd highlighted the issue with finding the relevant PCSO on the website. He added that one cannot find the Beat Manager either. Colin has raised this with the PCC. T O'Neill said he had not experienced the same difficulty.

Francis Tunney asked if there was the facility for ChALC to engage with the PCC on these issues and was encouraged to attend the publicised PCC meetings.

Colin chairs a cluster meeting which is well attended, and he feels this quarterly meeting works well.

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L Smetham advised that in her area the PCSO covers 2 large rural wards and that seems to work well.

Steve Ranger advised that Holmes Chapel also have regular cluster meetings and they are well attended and informative.

David Rowlands noted that there are places where the system works well but some not so well.

John Cornell added that the cluster arrangements are patchy and ChALC could perhaps promote the best practice to try and improve overall.

272/18

It was agreed that SH would meet with the PCC to discuss.

Stuart told members that Transport for Wales had sent a Diesel train from Chester to Liverpool as a test.

DEPUTY CHAIRMAN'S REPORT

The Deputy Chairman's Report was circulated prior to the meeting. Philip Jackson reported on the A51 action committee request to the LEP board for funding to carry out the traffic survey on the A51 from Nantwich to Tarvin and onto Chester. The November meeting of the LEP board approved that it would go to the December meeting of the LTB meeting for approval.

There is no action to date on M56 J11a meetings.

With regard to HS2b, there have been several meetings with councils along the route from north of Crewe to Manchester airport with local councils, the final route drawings & the environmental Assessment drawings have gone out for comment by the 21st of December. There are several public events taking place along the line of the route to allow residents chance to view the drawings and ask questions.

HS2a this section South of Crewe to the Staffordshire border have had the results of the petitioning session. The ground exploration works are now to commence on this section. The 1st of the highways group meetings between parish councils & HS2a was held and questions raised over traffic loadings on roads, haul roads, what happens when they cross other roads traffic lights etc. Are traffic lights to be erected on main road junctions when you are looking at up to 120 HGV's using that junction per day. J Cornell said he was concerned with 2a. and he was petitioning with Cllr Janet Clowes regarding, among other things, traffic flows and the underestimation.

S Hulse added that the A51 has a considerable amount of traffic on it.

Philip also attended the special meeting of the Sandstone Ridge trust meeting on behalf of the Chairman when they explained what they had done to date with the current grant which was about to run out and about the new grant they were compiling for submission in 2019 and what that would achieve.

CHIEF OFFICERS REPORT

IT/Website update

The website is now live, and we are putting some effort into making sure that the information contained in it is current. We are also introducing a live chat option that will enable people to communicate directly with the office when they are navigating the site. Later in members items we will be discussing the policy of access to the website. We have also put a new section on the website highlighting and supporting elections

Training Schedule

The draft training schedule has now been completed. There will be additional ad hoc sessions during the year, but the core offer is now set. We have not increased the cost (1/2day session — Members £35.00 non-Members £60.00 full day session — Members £75.00 non-Members

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£125.00 bespoke sessions — POA) and we continue to heavily discount training for member councils.

Also, with regard to training/information on the forthcoming elections, CW&C are holding an information session on the 27.2.19 and CE will have a session at the Parish Conference on the 29.1.19

Draft Calendar of meetings

The draft was circulated and subject to one amendment and a change of date the members agreed the schedule attached to these minutes.

To note Christmas Office closing arrangements – proposed 24th December 2018 – 7th January 2019

Members were invited to approve the Closure dates which was duly agreed

PROPOSED AMENDMENTS TO ChALC CONSTITUTION

Following the unsuccessful recruitment of Board Members at the Annual Meeting it was recognised that the ChALC Board needed to have the facility to fill casual vacancies. This would require a change to the Constitution.

Members considered the following change to the Constitution:

'5. Functions of the Executive Board – add

(iv) Make arrangements to fill such vacancies as arise from failure to elect sufficient members at the Annual Meeting or where a vacancy arises mid-term.'

Any proposed amendments to the Constitution will have to be formally agreed at the Annual Meeting 2019.

283/18

Members agreed that the changes should be put to the 2019 Annual Meeting

MINUTES OF THE FINANCE COMMITTEE MEETING 14TH NOVEMBER

The minutes of the meeting held on 14th November were circulated in advance, members were also advised that the Internal Audit had been completed.

239/18

It was agreed that the minutes of the meeting held on 14th November 2018 be approved without amendment.

NOMINATIONS TO FINANCE COMMITTEE

Current Members: Terry O'Neill Philip Jackson Judith Critchley
David Rowlands Frank Walton

240/18

It was agreed that the current member nominations be approved.

ANNUAL MEETING 2018

Annual Meeting Minutes

The minutes of the 2018 Annual Meeting were circulated in advance.

241/18

It was agreed that the minutes of the 2018 Annual Meeting be approved without amendment.

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Annual Meeting Feedback

Members were invited to note the compilation of Annual Meeting feedback which was circulated in advance of the meeting.

Preliminary Arrangements for 2019 Annual Meeting

The meeting will take place at Middlewich, members considered the need for a speaker. There were a number of suggestions including: NALC Chief Executive or Chairman and IDB Chairman Jonathan Flowers.

REPORT OF NALC REPRESENTATIVE – LILLIAN BURNS

Cllr Lillian Burns submitted her report which is attached to these minutes.

To Confirm the NALC Representative for the following Year

241/18

It was agreed that Cllr Lillian Burns would be the NALC representative for 2019 and Cllr Brian Kerr -Deputy.

MATTERS RAISED BY EXECUTIVE BOARD

Access to the ChALC Website for Members and Non-members

Members consider the current arrangements for access to the website by members and non-members. It was agreed that ChALC would promote the NALC website on the ChALC website to enable non-members to access NALC open publications.

DATE OF NEXT MEETING - Wednesday 6th February 2019 10.30am

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NALC REPORT FROM NATIONAL ASSEMBLY REP., LILLIAN BURNS – FOR ChALC EXECUTIVE BOARD, 12.12.2018

Since the last ChALC executive board meeting on September 19th, there have been two meetings of NALC's Smaller Councils Committee, one of its Policy Committee – which approved my Neighbourhood Plan report and sanctioned the Neighbourhood Plan motions that ChALC put before it – and also the AGM and annual conference. I attended all of these and ChALC's chair and vice chair attended the annual conference and AGM – where there were a large number of workshops for delegates to choose from.

At the annual conference, held in Milton Keynes again, Northwich won the NALC 'Council of the Year' award and the Cumbria representative was voted onto the Policy Committee along with myself, meaning that, once again, the North West has two representatives on that body. (Formerly, the Lancashire rep. was on it but he was voted off at the previous AGM). Also an increase in affiliation fees of 6.86p per electoral roll member for 2018/19 was reaffirmed.

The keynote speaker at the conference was Rishi Sunak, Under Secretary of State at the MHCLG, who opened by briefly referring to the leading role that Local Councils had taken in Neighbourhood Plans before moving on to talk about other things. After his speech, I waylaid him and presented him with a copy of my Neighbourhood Plan report which was published in October and launched at the conference. I have also since lobbied my own MP about the perils facing Neighbourhood Plans and presented him with copies of my report. He has promised me a response to it from a government minister.

Speaking of lobbying MPs, for the last few years the March meeting of the NALC National Assembly has also been 'Lobby Day' when all National Assembly members are asked to lobby MPs in their area about whatever the key concerns of the day are for NALC. However, because the UK is due to leave the EU at the end of March next year - and it is recognised that MPs will have quite enough on their plates that month, it has been decided to put off 'Lobby Day' until later in the year.

At both of the two recent Smaller Council Committee meetings, there were discussions about what focus a new research report I have offered to write should cover.

NALC staff and the committee chair want me to do something on an aspect or aspects of rural life. However, I am still waiting to hear what subject matters DEFRA has decided to focus upon next year first. Following a targeted consultation in which they asked NALC and CPRE and a few other stakeholders for suggestions as to what research commissions they should undertake in 2019, they said they would announce their decision in December. I have also been trying to find out what projects other members of the Rural Coalition are working on or are planning to work on. I do not want to launch into a large piece of work only to find that someone else is on with something similar.

At the moment, it looks as though I may be doing some research into what new responsibilities rural councils have taken on and providing examples of best practice. In order to find the evidence for this, if this is what is eventually agreed, NALC would carry out a survey exercise. The results would be fed to me and I would interview some of the Councils who provide the most interesting responses.

NALC's core staff has reduced further and there is now only a small team running the organisation. So, they are pleased to have the offer from me to do another major piece of work. From my point of view, I did encounter some problems with NALC as I came towards the end of the Neighbourhood Plan piece of work. Consequently, I am insisting on a very precise brief being drawn up this time around before I launch into a new commission.

The papers for all NALC's main committees, and the National Assembly, are posted on the 'log-in' part of the NALC website. Also, the chief executive continues to put out weekly bulletins and blogs and Local Council Review is published quarterly. Any Council or County Association can subscribe to LCR. So, it is made as easy as possible for members to keep abreast of what is going on. My Neighbourhood Plan report is actually on the open access part of the website. Anyone can pick it up by clicking on 'publications'. I provided hard copies of my report for the ChALC annual meeting at the end of October and later posted more copies to ChALC's office. I have brought some of the reports along today in case anyone has still not got one. There is also a stock being held at NALC's office in London.

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CALENDAR OF MEETINGS 2019

JANUARY	FEBRUARY	MARCH
	<p>Wednesday 6th 10.30 am Executive Board</p> <p>Update on Motions</p>	
APRIL	MAY	JUNE
<p>Wednesday 10th 10.30 am Executive Board</p> <p>Update on Motions</p>	<p>Wednesday 1st 10.30 am Finance Meeting</p> <p>Year-end Out-turn 1st Draft of Budget</p>	
JULY	AUGUST	SEPTEMBER
<p>Thursday 4th 10.30 am Executive Board</p> <p>Report from Finance Meeting NALC Conference matters Agree which members of the Board will stand down</p> <p>Thursday 18th 10.30am Finance Meeting</p> <p>1st Quarter out-turn Overdue Affiliation Fees Approval of Annual Accounts Review of Budget Affiliation Fee Rate Recommendation Receive Internal Audit Report</p>		<p>Wednesday 4th 10.30am Executive Board</p> <p>Nominations for ¼ Board Nominations for President & Vice Presidents Report from Finance Meeting Approval of Accounts Affiliation Fee recommendation Annual Meeting Motions Agree Annual Report Ratify NALC Conference matters Finalise Annual Meeting arrangements Report on Staff appraisals</p>
OCTOBER	NOVEMBER	DECEMBER
<p>Annual Meeting- Thursday 24th October</p> <p>Election of ¼ Board Members Adoption of President and VP's Approval of Accounts Agree Annual Report Debate Motions</p>	<p>Wednesday 13th 10.30 am Finance Committee</p> <p>Election of Chairman 2nd Quarter out-turn Review Unpaid fees Review of investments</p>	<p>Thursday 12th 10.30 am Executive Board</p> <p>Election of Chairman Election of Deputy Chairman Agree appointments to Committees and external appointments Report from Finance Meeting Agree Calendar of meetings Note Office closure dates Note Annual Meeting minutes Consider Annual Meeting feedback Agree actions on motions</p>

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