

**LALC**

**LINCOLNSHIRE ASSOCIATION OF  
LOCAL COUNCILS**

**Annual  
Report  
2018/19**

**Dunholme Old School  
8 Market Rasen Road  
Dunholme  
Lincoln LN2 3QR  
Telephone: (01673) 866596**

**Budget 2019/20**

<b>INCOME</b>		<b>EXPENDITURE</b>	
Affiliation Fees	100,169	Local Council Review	1322
Local Council Review	1750	Other Publications	1500
Other Publications	600	Training Venues	2800
LALC News	600	Training Catering	6500
Interest on Deposit a/c	0	Training Providers	5000
AGM & Conference	1000	Training Resources	1280
Networking Days	2000	Local Council Award Scheme	120
Training Courses & Seminars	9500	Staffing/Salaries	48860
Annual Training Scheme	11500	Staff Training	300
Postage Income	50	Training-Staff time	8500
Local Council Award Scheme	100	HR Advisory Services	504
Grants	2469	NALC Subscription	28,700
FEMALC Income	0	Staff Travel & Subsistence	1200
	<b>129,738</b>	Member Travel/Chair allowance	1200
		NALC AGM & Conference	1100
		LALC AGM & Conference	2000
		Networking Days	3000
		County Committee Meetings	100
		Printing	1969
		Stationery	1200
		Photocopier & photocopying	500
		Office IT & Maintenance	2350
			<b>129,005</b>
		Income	129,738
		Expenditure	129,005
		<b>NET SURPLUS/DEFICIT</b>	<b>733</b>

**Notes to the Financial Statements  
for year ending 31 March 2019**

**Accounting Policies**

**1. Accounting convention**

These financial statements have been prepared under the historical cost convention.

**2. Affiliation fees, sales of publications and AGM and Conference fees**

Amounts in respect of this income are included within the financial statements as and when they are received.

**3. Interest on deposit account**

Amounts in respect of this income are included within the financial statements as and when they are received.

**4. Income and expenditure**

All income, expenditure, creditors and debtors for the financial year ending 31 March 2019 is accounted for.

**AUDIT OPINION**

I have examined the accounts of the Lincolnshire Association of Local Councils for the year ended 31 March 2019, and consider them to be a true and accurate statement of the financial activities of the Association based on the information provided.

**Chris Hewis  
Auditor**

**Lincolnshire Association of Local Councils  
County Committee - as at 31.3.2019**

**President**

Cllr D Glenn (until Oct 2018)  
Gary Ellis (from Oct 2018)

**Vice-Presidents**

Mr JDM Rose  
Mr P Walton

**County Committee**

**Chairman**

Cllr AJ Howard

**Vice Chairman**

Cllr R Cross

**Treasurer**

Mr M Passfield

**Committee members**

Cllr V Gemmell	Cllr H Bisnauthsing
Cllr L Reeson	Cllr B Johnson
Cllr D Smith	Cllr J Kilcoyne
Mrs J Brown	Cllr D Suiter
Mr S Fletcher	Cllr K Locke
Cllr N Hornsey	Cllr S Wilson
Cllr K Fernandes	Cllr W Johnson
Cllr C Brewis	Cllr D Whiteley

Cllr J Brockway (Lincolnshire County Council)

**Chief Executive**

Mrs K Evans

**Training & Support Officer**

Mrs D Locker  
Miss A Bestwick

**Administration Officer**

Mrs L Westman

# Chair's Report

As 2019 was a year of elections I want to start this year's report by congratulating everybody reading this on being entrusted to serve your community. Whether this is your first venture into local government or you are a seasoned veteran I'm sure you are in for some interesting times ahead. However, before looking forward I just want to look back over the year gone by.

With national government having assured us that austerity was over, it might have been hoped that there could have been some loosening of the purse strings to allow local councils at all levels to have more flexibility in setting budgets in order to deliver services. So far that has yet to filter through and we still have to be ever more diligent in making whatever funds we have available go round.

A vital part in achieving good results with limited resources is ensuring that councils and councillors stay up to date with changes to legislation and other factors that affect them and the work being undertaken. That is where the Association comes into its own. Queries from councils, on matters such as council procedure or legal problems, can usually be answered from the regularly updated records kept in LALC offices. Alternatively there is always recourse to the national body NALC (more about them later). More recently the development of the LALC website also gives links to many other useful bodies. (see [www.lalc.co.uk](http://www.lalc.co.uk) )

However, probably the greatest resource available is the training programme provided throughout the year at venues all across this vast county of ours. This year that has included 53 different events at various venues throughout the county, with 952 councillors or council employees attending from member councils. Although these figures are remarkable considering that the association has just a small team of three - one part-time Training Officer, a good proportion of the Chief Executive's time spent on training delivery and admin support, I would urge everyone reading this to encourage colleagues to take advantage of as many of these events as possible. (At this point I would also like to thank those clerks & councillors who from time to time help in the delivery of this valuable work.)

Having mentioned that our team is limited to just three – Katrina Evans (CEO), Lindsey Westman ( Finance & Admin) and most recent addition Amy Bestwick (Training & Media) – I have to express my thanks to them for making the job of Chair both pleasant and simple and I would be somewhat at sea without their tremendous back-up. Including, I have to say, chasing me relentlessly to ensure that this report was completed on time!!

<b><u>Current Assets</u></b>	<b>2018</b>	<b>2019</b>
Co-op Current Account	61538	55287
Co-op Deposit Account	44111	44125
Wage Control	0	3817
Debtors	74432	74722
Prepayments	83	179
	<b>180164</b>	<b>178130</b>
<b><u>Current Liabilities</u></b>		
Wage Control & Pension	0	4679
Creditors	403	51
Advance sales -Annual Training Scheme	3910	4945
Advance sales - Annual Subscriptions	95657	101132
Accruals	4350	2469
Deferred Income	5000	0
VAT	18866	381
	<b>1281867</b>	<b>113657</b>
<b><u>Total Assets less Current Liabilities</u></b>	<b>51978</b>	<b>64473</b>

<b><u>Capital and Reserves</u></b>		
General Reserve	27440	30872
Earmarked Reserves	21106	25106
Net Surplus for the year	3432	8495
	<b>51978</b>	<b>64473</b>

<b><u>Movement In Earmarked Reserves</u></b>		
Opening Balance		
Staffing	3000	3000
Staff Training Reserves	1000	1000
Training Reserves	11106	11106
Office Relocation	5000	5000
IT/Equipment Reserve	1000	1000
	<b>21106</b>	<b>21106</b>
Additions - IT Equipment		4000
<b>Closing Balance</b>		<b>25106</b>

**Income and Expenditure Account - year ending 31 March 2019**

<u>Income</u>	<u>1.4.17 -31.3.18</u>	<u>1.4.18 -31.3.19</u>
Affiliation Fees	78572	97116
Local Council Review	1886	1799
Other Publications	1779	1110
LALC News	705	680
Femalc	1790	00
Bank Interest	29	14
LALC AGM & Conference	850	780
Training/Seminars	18618	20700
Postage	88	45
Other Income	211	1093
Local Council Award Scheme	200	250
Grants	2000	2469
Transparency Fund (NALC)	73350	0
Partnership Working—Training Events	5000	1000
<b>TOTAL</b>	<b><u>185078</u></b>	<b><u>127056</u></b>
<u>Expenditure</u>		
NALC Subscription	26274	27543
Administration Fee	47674	53274
Staff Travel & Subsistence	990	1265
Members Travel & Subsistence	530	1282
Association Meetings - room hire	140	77
Training/Seminars (excluding staffing costs)	11619	14782
AGM & Conference - NALC	427	1263
AGM & Conference -LALC	851	1029
FEMALC Expenses	431	95
Local Council Review	1298	1210
Other Publications	866	1472
Local Council Award Scheme	39	85
HR Support (joint contract with other FEMALC members)	1800	432
Printing, Stationery, Photocopying	2605	2726
Office IT - repair, renewal, printer consumables + website	1691	1846
Office equipment - repair and renewal	349	213
Postage & telephone costs	2293	1655
Rent and Rates	3822	3919
Electricity	1891	1682
Insurance	313	381
Audit Fee	175	175
Data Protection Fee	35	35
Bank charge & Bad debt write off from	2183	12
Advert/recruitment	0	0
Office Improvements	00	2108
Transparency Fund (NALC)	73350	0
<b>TOTAL</b>	<b><u>181646</u></b>	<b><u>118561</u></b>
<b>BALANCE</b>	<b><u>3432</u></b>	<b><u>8495</u></b>

I must also thank the other members of the Executive Committee Richard Cross, Mike Passfield and Gary Ellis. Gary took on the role of President after the retirement of Denis Glenn who served in the position for the last few years as well as carrying out the role of Chairman for a significant number of year also, having joined LALC originally in 1986. The Association showed its thanks to Denis with a short celebration event prior to our March County Committee meeting in the Old School Hall at Dunholme.

I mentioned above that we here in Lincolnshire are also supported by the national association NALC. Their role is to provide the specialist support that is not available locally (e.g. legal advice where reference to a legal opinion is required) and also to be the voice of local councils to other important bodies. Chief of these is obviously parliament, especially bending the ears of government ministers, but can also include other national organisations, such as the LGA (Local Government Association) and representative bodies of insurance companies and the like, not forgetting all the media outlets too.

The biggest event of the year that NALC puts on is the Annual Conference and Exhibition which also incorporates the AGM. The 2018 event took place in October at MK Dons Stadium, Milton Keynes. The event also incorporates the Star Council Awards Ceremony that honours councils, councillors and clerks that have gone the extra mile in the preceding twelve months. Because we have seen how popular these are at this event the executive thought that it might be a good idea to do a similar event locally and the first Lincolnshire Shining Stars Event will be held at LALC's 2019 AGM & Conference.

When the NALC Assembly meets there are always some interesting, and sometimes heated debates. Most recently the subject of Neighbourhood Plans got a good airing and it seems that they are being viewed by local planning authorities quite differently depending on where you are in the country. This varies from the majority position of them being regarded as a useful addition to the planning tool-kit to the complete opposite of them being overlooked or overridden. Another hot topic is that of diversity amongst councillors and, whilst there were many reports of local councils reflecting their neighbourhoods in their make-up, it has to be said that the assembly itself still mainly consists of white male retirees (aptly referred to by one member as "male, pale and stale"!)). Both are topics I'm sure that will be returned to in future meetings.

One event missing from the NALC calendar in March was the Lobby Day. This annual event sees the assembly meeting move location to take place in Portcullis House, part of the Houses of Parliament “back-office” complex, in order for us local representatives to get hold of our local MP’s and update them on the concerns of our member councils. For the last two years LALC has made up a presentation pack which I have presented to our MP’s to explain our hopes, thoughts, plans and fears so they can speak on our behalf wherever possible. Unfortunately due to Brexit deadlines and votes coming and going on a regular basis it has not been possible to fix a suitable date so far in 2019. If this situation continues much longer it is my intention to take this event to the individual constituency offices of our MP’s so that they continue to hear our voice.

So, having mentioned BREXIT once, I cannot conclude this report without commenting on the fact that this long, drawn-out process still casts its shadow across everything we do. In all the monetary provisions being made by national government there is still no mention of any help for our sector. With the complex structure of legislative control in this country due for the biggest single disruption it has ever witnessed, higher tier authorities are bound to come under great pressure. Whenever that happens they always look to local councils to help out by taking on more responsibility for delivering local services. However, it is unfair to expect us to take on more work, some might even say bail them out, without appropriate funds and other resources with which to do so. It is a topic I speak on regularly at NALC, with much support from other delegates, and will continue to do so on your behalf to ensure our local councils are not left in the lurch.

Finally, what of the future? In my mind there is no doubt that the one topic that is rising up on everybody’s horizon is climate change. Having been spoken about for many years – remember failed US presidential candidate Al Gore’s revealing documentary back in 2006? – it has now moved from being a political sideshow onto the main stage as everyone takes the issue of one-use plastic much more seriously since the recent Blue Planet programme on the subject. Could the next twelve months be the time when local communities look to their local councils to take a lead?

Whatever the emerging issues are you can rely on LALC to be ready with all the information and advice you will need to deal with them.

**Cllr Tony Howard**  
**Chairman, LALC**

## **Statement of County Committee’s Responsibilities**

It is the responsibility of the Committee to obtain audited financial statements for each financial year which give a true and fair view of the state of affairs of the Association, and of its financial activities for that period. In preparing those financial statements, the committee is required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Ensure that applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Association will continue in business.

The Committee is responsible for the keeping of proper records which disclose with reasonable accuracy at any time the financial position of the Association, and to enable it to ensure that the financial statements comply with relevant accounting standards and legislation. It is also responsible for safeguarding the assets of the Association and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Signed on behalf of the Committee:**

**Cllr AJ Howard**  
**Chairman**

I continued to attend meetings at the Resilient Communities Programme Group, usually quarterly. I was invited to meet with the Monitoring Officer at WLDC in September 2018 to discuss their Parish Charter. I met with the new CEO at ELDC in March 2019 and also had a meeting with Cllr Martin Hill and newly appointed Debbie Barnes the same week, retaining those links with the Principal Authorities. The meeting with Cllr Hill was positive and there were discussions for further funding as well as the £5k they already committed to.

The quarterly meetings of the Federation of East Midlands Association of Local Councils (FEMALC) were attended by the Chief Executive and Chairman of LALC, or a deputy in the Chairman's absence. Various topics were discussed throughout the year, some of which were around updates provided by the National Association. Concerns were raised with regards to the lack of practical support for the Local Council Award Scheme. It was requested that FEMALC wrote to SAAA to ask for details of contractual targets and standards from the External Auditors. There was discussion on Local Government Reorganisation and the impact on CALCs and also the SLCC Local Councils Consultancy Service and the affect this would potentially have on county associations.

The President, Chairman and I attended the NALC AGM and Conference which took place at the end of October in Milton Keynes. Various workshops over the two days, included funding for local councils, Right to Build, engaging with your community, council communications, the Tree Charter, cyber crime, partnership working and united against dementia, giving the delegates plenty of choice and opportunity to participate.

The AGM kicked off the proceedings of day 2, having to postpone until later in the day to cover one agenda item and allow some time for debate. This particular item was to consider lobbying for compulsory training for councillors, which caused much debate and varying views, with the majority agreeing that improvements need to be made in the sector and a commitment towards training from local councils and councillors.

I conclude my report by thanking the County Committee and Executive for being so supportive of my role, and especially Lindsey and Amy who have continued to provide excellent support to both myself and the Association. I would also like to thank Steve Fletcher for his help with training delivery in times of need and particularly his continued CiLCA support with the preparation, delivery and student mentoring which has been invaluable to our clerks.

**Katrina Evans, Chief Executive**

## Treasurer's Report

Reflecting on my third financial year in office, allows me to write this report with a smile. Despite the ongoing cost improvement challenges, drawing of belts and increases in membership affiliation costs, we have once again been able to balance the books for year 2018/19 with a profit. This is due to a non recurrent underspend of approx. £3,000 in staff salaries and a grant of almost £5k, some of which was carried over to 2019/20.

At the March 2019 County Committee meeting, I predicted a small underspend primarily due largely to additional training scheme subscriptions, above budget. In addition, the Association was able to acknowledge the Lincolnshire County Council grant which was not budgeted, however is associated with a specific Parish & Town Council Cluster Project. The support from LCC continues to be a very important element of our financial stability, however moving forward we acknowledge the future of grant funding remains unknown. In the main, the Association has completed the financial year akin to their budget allocations and Katrina and her team should be commended for their hard work and watchful eye. The Association closed the 2018/19 financial year with an actual underspend of £8,495.

The Associations reserves remained at £51,978 during 2018/19, however will rise to £64,473 with the underspend identified above, it should be noted that this will need to be re-invested in operational delivery during 2019/20, with the purchase of a new updated computer system and a new photocopier both to be purchased in April 2019. The Association Executive and County Committees continue to work together following the development of the 2019/20 budget and to identify ways of working efficiently and collaboratively with members and grant funders

### **Reserves:**

The Association holds restricted and unrestricted funds. Unrestricted reserves are subdivided into:

General Reserves

Earmarked Reserves - Staffing res; Staff Training res; Training res;  
Office relocation res; IT/Equipment res

The reserves policy and the level of unrestricted reserves is reviewed annually by the Executive Committee and Auditor before ratification by the County Committee.

## **Unrestricted funds:**

The Association have a policy to hold a level of reserves that they consider suitable to allow The Association to meet its day-to-day requirements and to maintain its support and influencing activities under conditions of stress arising from the risks such as:

- Longer-term changes in income patterns requiring a change in strategy
- Sudden falls in the level of donations and legacies
- Variation in public-sector income
- Short-term changes in cash requirements
- Reputational damage
- Changes in pension liabilities that increase payments

The Executive and County Committee have, based on 2017/18 discussions considered the sum of the risks outlined and believe that, for the time being, £55,000 is an appropriate level of reserves to hold. This equates to 6 months' expenditure.

## **Internal Audit:**

The Internal Audit function provides assurance over the effectiveness of the Associations risk management, internal control and governance arrangements. Internal Audit support, advise and challenge management to assist the development of strategies, systems, policies and procedures which improve the way the Associations works and ensure the best use of resources. I am again pleased to be able to advise members that the accounts for 2018/2019 have been successfully audited, approved and signed off by the auditor Chris Hewis. The auditor once more remarked very positively on the custom in which the accounts and all supporting documents were presented for scrutiny. Copies of the final Financial Accounts and Balance Sheet are included on pages 16-19

In summary, it has again, been a challenging year but I will continue to work with the Association tasked with analysing our financial approach, its outcomes and providing constructive challenge in order to ensure members receive the very best and most efficient service.

Despite the review of financial structure of membership affiliation, there is no doubt that we continue to face financial challenges in the years ahead. We are however fortunate in that we have a loyal membership, loyal staff and an Executive and County Committees that remain confident in overcoming these challenges.

**Mike Passfield, Honorary Treasurer**

As most councils were more familiar with the on-line booking system for training, we insisted that courses were booked in that fashion with the delegates contact details also listed. This was an attempt to reduce the no-shows at training and allowed an audit trail.

The discussion at Lacey Day in London in April, consisted of an agenda in regard to electronic banking and councils having robust financial regulations in place, amongst other financial matters. Much of the discussion was also over concern that local councils would be required to appoint a Data Protection Officer from 25 May 2018, in line with the new General Data Protection Regulations. NALC continued to work with DCMS and the ICO in an endeavour to lessen the impact of GDPR on smaller authorities.

Leading on to audit, the 208/19 annual audit for LALC took place in April and the Auditor found no matters of concern and was happy to sign off the accounts. 2018/19 was another busy year for the office, and despite the large increases that some of the Councils incurred we luckily retained the majority of members, especially the large ones. We gained a new member from across the border, as Bottesford Town Council requested to be a member of LALC. After speaking with both NALC and ERNLCA we were happy to accept them and two of their members joined the County Committee. Lindsey took more responsibility with the day-to-day financial affairs and ensured that the Association was 'on track' with its finances, which allowed myself more time to deal with queries and deliver training and also train Amy in her new role.

On-going HR matters took up a good proportion of officer time, with support from our HR Advisor. LALC continued to include regular employment bulletins/information in the LALC newsletter to ensure that councils were kept up-to-date with legislation.

In May, I attended a 2 day Trainer the Trainers event in London which was organised by the Leicestershire Association. I found the training extremely valuable and learnt something new which would be put into practice, as well as it enforcing that much of what is already delivered by LALC is pretty good.

In 2018 we delivered Councillor Training Days around the County, with at least one in each district. This proved very popular and is something we would continue to do particularly when some of the venues were FOC. I would like to thank those councils that have helped us to achieve this by providing the room and facilities.



# Chief Executive's Report

This year's report comes with further changes to LALC's staff team, in that Debbie Locker left the Association in July 2018 and Amy Bestwick took the post of Training Support Officer and Information & Media Lead. Amy settled into the role very quickly and produced her first newsletter in September of that year following the new format that Debbie had been responsible for. Amy has also continued to develop the website and added further pages to advertise Events in Lincolnshire and Information from other Authorities/External Organisations, which had proved useful.

The demand for both advisory services and training continued to grow each year, and took up the majority of officers time. In 2018, from January to December, LALC either delivered or hosted 53 training sessions with 952 delegates in attendance and 118 cancellations or no shows on the day. A decision was subsequently taken to charge 1/2 price for non attendance at training regardless if councils were members of the Annual Training Scheme or not, if insufficient notice was given.

The team put together the comprehensive training schedule for 2018, and also looked at additional courses for 2019 in light of the May elections and new councillors. We were fortunate to receive £5k in grant funding from Lincolnshire County Council for a further year and also staff resource to deliver training on topics such as community engagement & consultation, funding, emergency planning & diversity. A team of LCC officers were also integral in delivering workshops at the second Councillor & Clerk networking day in September 2018 held at the Bentley Hotel in Lincoln. The day was successful with only one or two issues. During the morning, a representative from De Montfort University delivered a workshop on 'The Voice of a Councillor' which the councillors in attendance found interesting despite the presenter having a severe cold and hardly any voice! The clerks attended workshops run by Lis Moore of SLCC around resolving conflict in the workplace and Wendy Moore from LCC in relation to funding and councils being funding ready. These were both well received. After lunch, a short presentation was given by the local Alzheimer's Society about Dementia Friends and communities being dementia friendly. This was followed by a session led by Paul Drury and Sam Hardy from LCC & LALC regarding Diversity in our communities and within councils and community engagement in light of the Elections 2019.

# County Committee - 2018/19

The County Committee met four times during 2018/19 and saw a few changes to membership during the time. Cllr Alan Greenway resigned his position as Vice Chairman and Cllr Richard Cross agreed to take up the position temporarily until the September meeting, when the county committee recommended the positions of President, Vice Presidents and Treasurer to the AGM in October. Cllr Cross was duly elected into post at the AGM. Cllr Denis Glenn also resigned from his position as President of the Association at the AGM and Gary Ellis was elected in at the AGM. Cllr Glenn had been a long standing member of the Association and a councillor for over 40 years but planned to stand down in May 2019. Denis' knowledge of the sector had been invaluable to the Chief Executive and other members of the committee and we were all sad to see him leave but wished him all the best for the future.

The Treasurer was able to report at the June meeting that the annual audit had been completed, with the auditor complimenting the Association again on their financial affairs and as you will have realised from the report on pages 7 & 8, the Association ended the financial year with an actual underspend. This was a non-recurrent underspend in relation to salaries against budget.

Jonathan Owen had attended the FEMALC meeting in June and members were informed that an Information Governance Working Group had been created to look at the SLA which FEMALC had proposed at the previous year's AGM. There was also much discussion around the Local Council Award Scheme as both Derbyshire and Nottinghamshire, not longer had a panel to look at their council applications. LALC had agreed to help the two areas temporarily.

There was welcome news during May that late changes to legislation in relation to GDPR meant that town and parish councils would be exempt from having to appoint a Data Protection Officer.

The Chairman, reported on National Council affairs and informed that at the last Lobby Day, GDPR was still high on the agenda and in his discussions with Lincolnshire's MPs he also raised issues in regard to coastal defences and protecting the flood bank and agricultural land as well as broadband connectivity in rural areas.

The County Committee discussed an agenda item that had been received from Skegness Town Council and the Chairman invited Gary Ellis from Skegness to lead the discussion in respect of a letter that had been sent to Jeremy Hunt re the potential closure of Children Services at Boston Pilgrim Hospital. LALC had also sent an email to all member councils requesting they follow suit. During the discussion it was identified that much of the problem was due to ULH not being able to retain staff and that they could not operate with only a Junior Dr present and no consultant as it was unsafe. LALC also sent a letter to Jeremy Hunt on behalf of the Sector.

LALC as a partner of the Armed Forces Covenant are invited to attend regular meetings including the Annual Conference. In July 2018, the Chief Executive attended on behalf of the Chairman and the Association. The Conference was held at the International Bomber Command Centre, Bracebridge Heath, Lincoln and it was an excellent day with various presentations given throughout.

The County Committee resolved to make recommendations to the AGM in respect of the President, Vice Presidents, Treasurer and Auditor. The committee also resolved to recommend to the AGM the subscription increase for 2018/19. The baseline figures remained the same with the per elector figure increasing to 6.5p/elector.

The LALC AGM and Conference took place at The Venue, Navenby on 17 October 2018. Cllr Denis Glenn opened the AGM and remained in the seat until election of the new President, Gary Ellis. Cllr Glenn stood down and said his goodbyes after many years as the President and also a stint as Chairman. Unfortunately, we saw a decrease in delegates however the event still ran smoothly, with several trade stands attending to allow delegates the opportunity to peruse at their leisure prior to the formal AGM business. After the formal business ended, a presentation was received by those still present from Stephen England of West Lindsey District Council. Stephen had replaced Eve Fawcett-Moralee at short notice to present on 'harnessing the growth agenda', which generated much conversation covering topics such as neighbourhood development plans, infrastructure and what CIL means to local communities and connected funding. It was agreed at the AGM, that the President, Chairman and Chief Executive would attend the NALC AGM and conference. However, as the President was newly elected, he was unable to attend the NALC AGM due to other commitments. Therefore, Mike Passfield, who had already arranged to attend himself, made up the three representatives from LALC.

The first item on the agenda at the December meeting was election of Chairman. Cllr A Howard was re-elected to the Chair with Cllr R Cross elected as Vice Chairman.

Discussion at the December meeting following the AGM and questions raised with regard to the finances and members requiring further explanation, it was agreed to split down the general reserves to show as earmarked reserves. It was also suggested that the budget was included in the Annual Report. This year's financial report outlined the earmarked reserves.

The Committee discussed a new format for the LALC AGM for 2019, to include an Awards Ceremony with similar categories to the NALC awards: Council of the Year, Councillor of the Year, Young Councillor of the Year, Clerk of the Year ... plus a Long Service Achievement Award. It was decided to have it as a networking day with the AGM commencing at 3pm.

The Chairman and Chief Executive also reported back from their attendance at the NALC AGM and the main item for debate was with regard to a motion put forward, for NALC to lobby for mandatory training for councillors. There was a split in the room with regard to training being a mandatory requirement.

The Committee had also received a policy item to take to NALC in regard to the current situation whereby a Co-opted Councillor cannot receive a members allowance. NALC were contacted and we were assured that it is something that is still on their agenda to follow up. It was also discussed at the FEMALC meeting, but as very few of their member councils pay an allowance it was not something they wished to pursue.

The Executive Committee also reported that during their meeting prior to the County Committee, they had met with Cllr Richard Davies who wanted to see a closer working relationship between LCC Highways and the parish councils. More meetings were planned for 2019.

At the final County Committee meeting of 2018/19 in March, it was agreed to ascertain costings for a new IT system. A new photocopier had been placed on order with a Service Agreement included.

A Service Level Agreement had been produced and was sent out to all member councils on receipt of their 2019/20 subscription fees.

There was also a discussion between members of the committee about LALC providing on-line training and it was something that with funding would be explored further.