

**Minutes of the Management Committee meeting
held on 24th July 2024 at 6.00pm
at The Belton Woods Hotel, Grantham**

Present:

Gary Ellis (President) Reece Harrington (Chair), Chris Callan (VC), Tony Howard (VP), Mike Passfield (VP/Treasurer), Cathie Nicholl, Steve Fletcher, Karri Davey

Officer in attendance:

Andrew Everard, Katrina Evans

1. Election of Chair

The President took the chair and nominations for election of Chair.
RH nominated Chris Callan and it was **resolved** unanimously

2. Election of Vice Chair

The newly elected chair asked for nominations. K Davey nominated herself. It was **resolved** unanimously that Karri Davey would take the position

3. Chair's Remarks

The Chair thanked Reece for his time as Chair and the committee for electing him.

4. To receive apologies for absence

Apologies were received from Lynda Phillips

5. To approve minutes of the last meeting held on 18.4.24

It was **RESOLVED** to accept the minutes of the meeting held on 18.4.24

6. Treasurer's Report

The Treasurer informed that Q1 was in a good position as expected. Most of the income had been received from subscriptions (to thank LJW). Uplift in subscriptions as Grantham Town Council has joined membership and also Heckington Parish Council. Internal Audit income was already on target, however some of this would be a carry over from audit year 2023-24. Reserves are in a good position and KE recommended that some of the training reserves was used for the internal auditors to carry out their PIALC training. It was **RESOLVED** that the costs for the training come from the reserve.

It was **RESOLVED** to accept the report.

7. Training Report

S Fletcher queried if Chris Moses was still LALC's retained adviser. I advised that he was and that FEMALC resolved to retain him for a further year. Worknest would also provide HR advice as a back up as they have a partnership agreement with NALC and LALC has a partnership agreement with them for Health & Safety matters.

There was some discussion around splitting on line councillor training into two sessions and also providing online training videos which the officers would explore. MP asked if we can evidence the DNA's. LALC had recently had some enhancements made to the CRM which should now allow us to show this data.

8. LALC Services and Staff Matters

- a) KE informed that there were 138 member councils using the service.
As a result of Labour Government being in power, Employment Law would likely change in regard to Zero hour contracts. KE recommended that Pete Langford is now put on a permanent contract with set hours, claiming overtime for any extra within the time period. To review contract of employment to include a clause about taking clients if he was to terminate his employment with LALC. KE to circulate information to the committee before a final decision is made.
- b) SF, AE and CN declared an interest for the initial part of the discussion.
It was proposed at the last internal auditors forum to increase the hourly rate by £1 to £18/hour. It was **RESOLVED** by the remaining members without an interest to make the increase.
After discussion with regard to increasing the fees to councils, it was **RESOLVED** to add on 10% to each banding. There had been no increases to either the bands or auditors last financial year.
- c) Following the job re-evaluations carried out by Chris Moses, the committee **RESOLVED** to accept the recommendations.

9. National and Regional Matters

- a) RH reported back from the last National Assembly meeting that there had been a recommendation for all ALC's to write to their recently elected or re-elected local MPs. NALC had also decided that they were not best place for lobbying with Government and were exploring engaging an independent to do this on behalf of the Sector. There was also a suggestion for town and parishes to offer office space to their local MP constituents.
- b) No items were brought forward, but it was noted that LALC was disappointed in NALC with the recent updated Financial Regulations which contained several errors.
- c) KE and the new Chair had attended the last FEMALC member and officers meeting in Leicestershire. Much of the discussion was about collaboration and partnership working, including working with NALC. Other points addressed were councillor recruitment and the workforce challenges. The next meeting will be in December with KE continuing to attend the monthly office meetings.

10. Update on Action Groups

As a result of an article in the e-news, some interest had been received. It was also raised at the AGM for anyone interested to email the office.

11. To consider awards for 2025 and the format

After much discussion, it was unsure if LALC would continue with an award giving ceremony. MP suggested a dinner with speaker. It was agreed to discuss this further at a future meeting.

12. Any policies items raised by LALC members

There was a motion put before the AGM by Saxilby Parish Council. It was agreed that the motion would be put forward to the Management Committee and Saxilby invited to a meeting to discuss further.

13. **Any other urgent business for consideration, by permission of the Chair**
KE suggested that LALC explore AI/ChatGPT after attending the workshop with Cloudy IT

14. **To discuss items for the next agenda**
Governance Reviews - to consider a policy (from previous meeting)
To invite Cloudy IT to a meeting to discuss the use of AI and ChatGPT

14. **Date and venue of next meeting**
Future meetings agreed to be on 17.10.24, 16.1.25.

Meeting closed at 20:02

Signed.....

Date.....