

# SOMERSET ASSOCIATION OF LOCAL COUNCILS

## ANNUAL GENERAL MEETING 2017



### MINUTES OF THE ANNUAL GENERAL MEETING OF THE SOMERSET ASSOCIATION OF LOCAL COUNCILS

**Held at The Edgar Hall, Somerton at 11:45 on Saturday 28<sup>th</sup> October 2017.**

**Present:**

Cllr Jean Allgrove (President), Cllr Dave Mitton (Chairman) and 53 individuals representing 53 Member Councils:

**Also in attendance:**

Justin Robinson (County Executive Officer) and Simon Pritchard (Assistant CEO & Minute Taker).

The President, Cllr Jean Allgrove, was in the chair and welcomed members to the Meeting.

**1. APOLOGIES FOR ABSENCE:**

Apologies for absence were received from 13 member councils and 3 member of the County Committee.

**2. MINUTES OF THE 2014 ANNUAL GENERAL MEETING:**

The minutes of the Annual General Meeting held on 17<sup>th</sup> September 2016, were approved as a correct record and signed accordingly.

**3. UPDATE ON CONSTITUTIONAL MATTERS:**

Cllr Mitton talked gave members an update on the proses so far, with the aim being to change the organisation from an unincorporated one to a company limited by grantee. A draft defined terms had been provide to members. The change would see the liability to members change to become just £1 for each member, with the membership running from April to March. There are several matters that need some legal clarification and advice, particularly how directors are appointed.

The question of how you can hold county executive meetings and if members need to be at the meeting of not? and looking at having a rolling terms of office so that every year one third of the executive is reappointed for a three year term. This is all just of information for now, this will be looked at within the next year and then a special meeting called so that members can decide if to make the change or not.

Concern was expressed from one member that the draft document didn't comply with company law correctly, with a further point that directors are only libel if they are found to be incompetent, is this a sledgehammer to crack a nut? Cllr Mitton felt that it is a prudent move that many other county organisations are making

The question was asked as to what role NALC played in a possible restructure and what advice they had given? Cllr Mitton replied that SALC was autonomous as were all the county associations so it was completely up to the membership of SALC as to how it structured itself.

Cllr Mitton engaged any members with comments or ideas to contact the office by email.

**4. ELECTION OF OFFICERS:**

**President:**

It was proposed and unanimously resolved that Cllr Jean Allgrove be re-elected President.

**Chairman and Vice Chairman:**

It was proposed and unanimously resolved that Cllr Dave Mitton be re-elected as Chairman & Cllr Jenny Lawrence as Vice Chairman

#### **5. APPOINTMENT OF REPORTING ACCOUNTANTS:**

It was agreed to re-appoint Apsleys of Tiverton as Reporting Accountants for the next financial year.

The CEO noted that this was likely to be the last year that Apsley are recommended as the accountants, as they had had acted for the association for a number of years and it was time to find some new input as the association grows.

#### **6. ELECTION OF ONE REPRESENTATIVE, AND ONE DEPUTY REPRESENTATIVE, TO THE ASSEMBLY OF THE NATIONAL ASSOCIATION OF LOCAL COUNCILS:**

It was agreed that Cllr Loretta Whetlor (Watchet TC) be elected as the association's representative to the NALC National Council, with Dave Mitton (West Buckland PC) as deputy representative.

#### **7. ELECTION OF THREE REPRESENTATIVES TO THE GENERAL MEETING OF THE NATIONAL ASSOCIATION OF LOCAL COUNCILS:**

It was agreed that Loretta Whetlor (Watchet TC), Dave Mitton (West Buckland PC) and Justin Robinson (CEO) be elected as the association's representatives at the Annual General Meeting of NALC.

#### **8. ELECTION OF ONE REPRESENTATIVE TO THE SOMERSET PLAYING FIELDS ASSOCIATION:**

It was agreed that Jenny Lawrence (Ashcott PC) will continue in the position as the association's representative.

#### **9. PRESENTATION OF THE ANNUAL REPORT AND ACCOUNTS FOR THE YEAR TO 31ST MARCH 2017:**

Cllr Mitton presented the Annual Report stating that the association continues to make progress. In the last financial year the website has been upgraded and the amount of training that is offered continued to increase, the high level of service to members has been maintained and new IT equipment purchased.

The last year has seen Sam Winter leave the employment of SALC to go onto a new challenge at one of our member Councils, we wish her well. This meant that Justin had to take on more work, but he has done this and maintained the level of service. We have now recruited Simon Pritchard to a new role of assistant CEO for 2 days per week.

Cllr Mitton offered his sincere thanks to the management committee and was pleased to say that David Aldridge was going to be joining it.

However, the association had suffered two very sad losses in the past year; Chris Briton, who we never really had the chance to see the best from and Andy Carr, who's passing is a big loss to SALC.

Cllr Mitton asked members to stand in a moments silence in memory of our two collages and all other collages that have passed away this year from across the County.

On a personal note, Cllr Mitton informed members that he will not be standing as a councillor in the elections in May 2019, so some succession planning was needed.

The finances were in good order and the management committee would be looking at the purchase of some IT equipment over the coming year for the office.

Justin Robinson CEO, presented the accounts. The association is in the second of a four year cycle, it normally expects to lose money in the third and fourth year. After an inflection busting increase in affiliation fees the year before, NALC's affiliation fees increase had now come down to being in-line with inflation. The website cost had increased as it had been upgraded. Professional fees have been to cover the external trainers that have been used in the last year. Overall it has been a good performance.

Cllr Milton said that the management committee has been looking at ways to get a return on its capital and is looking to invest in CCLA housing portfolio and putting other money into a saving account.

Two questions were asked; why is SALC paying NI contributions? And why has the pension contributions increased? In reply it was stated that SALC dose reclaim as much as of the NI contributions it is legally possible to do so and that

the management committee is offering employees of SALC a pension that SALC contributed to and was competitive within the market place.

Question; Is there any ethical policy to SALC investments? – No but the management committee could adopt a policy.

Statement; Concerned that SALC is looking at property to invest in as it has been a troubled market over the last 5 years and money may get locked away. Cllr Milton replied that the management committee had sort professional advice and that any investment would be for a minimum of 5 years and would be for no more than £25,000.

The Meeting closed at 12:40pm

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President  
Somerset Association of Local Councils