

down. Phil Baxter and Tony Nicklen, who were both at that meeting, were asked if they should consider their position in light of events, and also stand down.

Tony Nicklen stated that he may not always have agreed with the Board's decisions but he nevertheless remained a member of the Board.

Phil Baxter acknowledged that he had been on the losing side of the argument at the AGM. At a forthcoming meeting of Horsham District, it would be proposed that the arrangements for electing the Chair and Vice Chair be changed, and he expected to stand down.

6. **Report from the Meeting of Chairmen**

Trevor Leggo advised that there had been 80 Chairman and Clerks attending the meeting, from 65 separate councils. The proposal by Mark Mulberry for his company, Mulberry and Co, to provide support services from the 1st April had been put to the meeting for an initial room poll. 89% of those present and voting agreed with the offer and requested that it be accepted by the Board. 4% objected and 7% abstained. Clerks have asked for clarification on how the service would operate from the 1st April.

7. **Services Provider**

Mark Mulberry confirmed that his company were providing some services from now, so that members are not left without support until the 1st April.

He had presented the Board with the option for his company to take on the role of service provider for 3 or 6 months. They will provide administration support, a website, telephone number and office address, complete the book keeping and statutory accounts and deal with company secretary matters. They would also provide a training programme at a discounted rate to members of £35 per attendee and set up conference and networking days for the Board. In addition, they will deal with and re-issue NALC matters and provide a quarterly newsletter. In summary, the service would be the same as received now, but from Mulberry and Co.

The Board agreed that Mark Mulberry & Co would be appointed Services Provider for a minimum of 6 months.

Members noted the £35,000 residue in the West Sussex ALC account at the end of the financial year and discussed whether this should partly be used to subsidise training, as the previous Board members had agreed. It was noted that more small council clerks might attend training if it was subsidised but agreed to defer a decision for the time being as additional training needs might be identified.

8. **Calendar of Meetings for the coming year**

Trevor Leggo advised that Board meetings were normally held every three months, but perhaps needed to be held more frequently in the short term.

Anne Beams would take over as Board Administrator from Joanna Cadman on the 1s April. It was agreed that it would be helpful to hold a meeting in early April. Mark Mulberry will circulate dates for the coming year.

Thanks were recorded to Joanna Cadman.

9. **To consider the appointment of a County Officer from 31st March 2021**

Trevor Leggo outlined his role as Chief Executive, including his partnership with other agencies, which he was able to offer to East and West Sussex ALCs on a part time basis. East Sussex ALC had already engaged his services.

In agreeing to engage Trevor Leggo to fulfil the role of County Officer, Members noted that the position of CEO would be combined with that of County Officer. It was agreed that an appropriate job description would be essential and that it would need to be an evolving document, as other requirements may come in.

After discussion, it was agreed that Trevor Leggo would retain the title of CEO, encompassing the role of County Officer.

The appointment of Trevor Leggo as CEO was agreed unanimously.

10. Subscriptions

Fees had been agreed the previous summer, members advised and invoices sent out. However, a number of councils had expressed the view that fees should be reduced for the coming year.

Trevor Leggo pointed out that the savings achieved by closing the office would not have an impact until July. Members noted that the surplus carried forward from this year and the savings achieved with reduced outgoings would make a reduction in fees possible.

The previous Board had agreed a 10% reduction with the HALC deal, but it was pointed out that none of the new Directors had seen the HALC deal and could not make comparisons and were of the opinion that it was unworkable.

Members agreed unanimously that fees should be reduced by 10% for the coming year.

11. Scheme of Delegation

Members agreed the following financial thresholds:

Under £500	Mulberry and Co
Up to £2,500	CEO and Chair of Board
Over £2,500	Board

Members discussed whether other quotes should be sought for a legal services provider, as only one quote had been received to date. The Association had been accustomed to receive advice from Hedleys and Surrey Hills and it was agreed to review this after 6 months.

12. Any other matters to be raised by Directors

- a) *East Sussex ALC*: it was agreed to open discussions with East Sussex ALC as soon as possible, the Chairman and Vice Chairman will do this and will report back at the next Board meeting or as soon as possible after that.
- b) *Engagement*: it was agreed that it was important to engage with clerks more closely. It was understood that town clerks had, in the past, sent a representative to this Board, and it would be helpful to return to that practice. It was suggested that the Board engage with SLCC. Trevor Leggo will produce a report for the next meeting.
- c) Phil Baxter referred to the Articles of Association, which requires an Honorary Solicitor and an Honorary Treasurer. He noted that Mark Mulberry, who previously fulfilled that post, had resigned. Mark Mulberry advised that, as part of their new assignment, his company would look at the articles and memorandum of association and bring them in line with the 1972 local Government Act. He would like to see the Board more local authority based.
- d) Martin Beaton believed it would be helpful if they, as new directors of the Board, were to receive an induction, so that they understand key issues.
- e) Douglas Denham St Pinnock noted that there is no provision for looking after the mental health and well being of people who have stood down from a voluntary position. Trevor Leggo advised that NALC had recently recognised that County Officers are working in isolation. He believed that that they would be able to offer something for elected members.

John Godfrey said that he was very encouraged, and was sure John Lytton would be also, to see how this had evolved and the clear statement of the intention to work together. He thanked all members of the Board, new and old, for the way they had worked together today.

The meeting closed at 15.20 pm.

Signed (Chairman) _____

Dated _____