



Surrey ALC Ltd.  
 Agenda for a Board Meeting of Surrey ALC Ltd.  
 To take place  
 on Wednesday 24<sup>th</sup> January 2024 at 10.30am by Zoom

<https://us06web.zoom.us/j/82485751384?pwd=TElfayLAs5nrg7gCwdyGhe7jl7PAsb.1>

Meeting ID: 824 8575 1384  
 Passcode: 932415

Item	Item Description	Action(s)
1.	<b>Welcome*</b>	Chair to lead
2.	<b>Apologies &amp; declarations of interest*</b>	Chair to lead
3.	<b>Approval of previous minutes*</b>	Approval of minutes of meeting held on 16 <sup>th</sup> October 2023. Chair to lead.
4.	<b>Chairs report*</b>	To receive a report of activities since the previous meeting. Chair to lead.
5.	<b>CCO report*</b>	To receive a report from CCO including updates on activities taken since last board meeting and NALC updates. CCO to lead.
6.	<b>Finance report*</b>	To receive a report from Mark Mulberry including Q3 Management Accounts and final budget for 2024/25. MM to lead.
7.	<b>Training report*</b>	To receive a report from Anna Beams on training undertaken since last board meeting.
8.	<b>President and Vice President Roles</b>	Approve the role profiles for President and Vice President. Chair to lead.
9.	<b>CILCA SLA &amp; Insurance and Zoom Costs</b>	Approve Cilca SLA for 2024 and £71.19 for professional industry insurance of trainer and 16.7% of zoom costs of Sue Hobbs trainer. CCO to lead.
10.	<b>SALC Contract Renewals 2024</b>	To approve contracts for legal advice, training and financial advice for 2024/25. To delegate approval of insurance provider to Chair and CCO. CCO to approve.
11.	<b>SALC Website</b>	Consider move to gov.uk and new website provider if Cabinet's Central Digital & Data office approve SALC being allowed a gov.uk as a Limited Company CALC.
12.	<b>NALC Motion consideration*</b>	To consider if SALC want to put forward any motions to the NALC Policy Committee. CCO to lead.
13.	<b>The Future of the Local Council Support Sector.</b>	To review a report prepared by CCO Danny Moody and discuss the sector support structures and establish the appetite for a review conducted by an Independent Commission and establish the appetite and support for a summit in Spring 2024. CCO to lead.

14.	<b>Board Meeting dates 2024</b>	To agree board meeting dates for 2024. Chair to lead.
15.	<b>SALC AGM/Conference 2024</b>	To confirm date, location, format, and speakers for 2024. Approve £1675 plus VAT for room hire and Tech support. Agree £3505 budget for food and max attendance numbers. CCO to lead.
16.	<b>Communications Plan 2024*</b>	To receive an update newsletter performance in Q3. AB to lead. To review the plan for Q4 23/24 and Q1 24/25 Communications. CCO to lead.
17.	<b>Working Plan*</b>	To discuss and update the 2024 Working Plan and agree any actions arising from discussions. CCO to lead.
18.	<b>Matters arising from previous minutes*</b>	Matters arising from minutes of meeting held on 16 <sup>th</sup> October 2023. Chair to lead.
19.	<b>Any other business for future meetings*</b>	Chair to lead.
20.	<b>Date &amp; venue of next Board meeting*</b>	Wednesday the 27th of March 2024 at The Brair's Centre, Lightwater.
21.	<b>Confidential business*</b>	Items raised agreed as confidential matters. NALC pay grade change for CCO. Chair to lead.

*\*Standing items*