



Surrey ALC Ltd.

Minutes of the Virtual Board Meeting of Surrey ALC Ltd. Held by Zoom on Friday 14th January 2022 at 9:30am

Attendance

Cllr Steve Cosser, Chairman
Cllr Christine Howard, Vice Chair
Cllr Stuart McLachlan, Director
Cllr Dr Paul Cragg, Director
Cllr Katia Malcaus Cooper, Director
Cllr Alan Midgley, Director
Anne Bott, CEO Surrey ALC Ltd. (note taker)

1. Welcome

The Chairman welcomed the Members to the meeting.

2. Apologies

Cllr Graham Alleway and Cllr Dr Paul Cragg (joined shortly into the Meeting)

3. Minutes of the previous meeting

The minutes were approved as a true record of the previous meeting.

4. Update/Actions since last meeting

Chairman update: The Chairman remembered David Crossley and remarked that he was a person who he believed had much to contribute to the Board and it was a very sad loss.

He further reported that his focus had been on the Surrey Forum/Service Delivery Board. He is particularly pleased to note from a recent circulated paper that his recommendation regarding the inclusion of parish councils in service delivery, as appropriate, had been recognized and included.

CEO update: requests for advice has continued unabated. There have been some difficult situations and vacancies are increasing.

The NALC/County Association Officers fortnightly meeting focused on (i) lobbying MPS; (ii) remote/hybrid meetings; (ii) civility and respect project and (iii) Queens jubilee

Re (i) there is a planned lobby day set for 23rd March 2022 on Zoom. NALC is leading on the planning but has asked that each County contacts their MPS to invite them to attend. There is little information at present; the CEO recommended that members could have a look at the NALC website. In the meantime, there will be a model letter that can go out from county associations. Key areas to share with MPs include raising parish councils' profile, meetings, and councillors conduct.

5. Planning for the Future Away Day

Members had received the Scoping Report from the CEO.

The Chairman reminded members how the current structure came about. He reinforced the message that at this meeting the purpose was to agree the proposed areas for discussion, add any further immediate priorities and plan the preparation.

Following full and open discussions it was agreed that the two key areas are

(a) branding/image/communications and (b) training. Whilst they are all inextricably linked it was agreed that (a) and (b) should be split between members as it would be too onerous to combine the two.

The Board **AGREED**:

Brand/Image/Communications – Lead Members Cllr Katia Malcaus Cooper and Cllr Christine Howard.

Training – Lead Members Cllr Alan Midgley and Cllr Stuart McLachlan.

Members will need to prepare a paper for discussion at the Away Day and have access to CEO and Mark Mulberry. The main purpose of the Reports is to focus discussions and maybe propose options/pathways. The Chairman asked if any reports could first be run past him and the CEO. The intention is not to interfere with the Reports but there may be added value that he and the CEO can bring to the Reports from a knowledge base of previous history. The CEO suggested that it would be beneficial to everyone for the reports to be circulated in good time before the Away Day.

Recruitment – as reported by the CEO, significant issues are arising which are time consuming. These are going to need to be addressed as currently the arrangement is in a 'grey' area. Cllr Alan Midgley raised the concern that an integral part of recruiting is salary levels and how a post is evaluated. There is little support for parish councils in this area. This is an area where there could be some local benchmarking/sharing experiences

The Board **AGREED**: Cllr Alan Midgley to take this forward for a report to a future Board Meeting.

Succession Planning – Cllr Stuart McLachlan feels this is key to any forward planning, because without identifying SALC's future resources it is difficult to decide on the extent of services that can be provided. The Chairman proposed that, whilst this initially may be difficult, he and the CEO will discuss before the Away Day.

Wider Role of SALC – Campaigning/Representative – agreed this is important but may need a further 'stand-alone' discussion if unable to address at the Away Day.

Working as a Team – The Chairman advised that there was a need to look at how Board Members could get more involved and be more proactive if they wish.

Insurance re staff – Cllr Alan Midgley agreed to provide a report on this.

7. Agree future dates

The Board agreed the following dates-

Planning for the Future – 24th March 2020

Board Meetings 2022 – 4th March, 13th June, 19 September, 12 December 2022.

Conferences – a date to be agreed in March with Key speakers

Cllr Katia Malcaus Cooper to check Michael Gove's diary for Fridays when members are in their constituencies and let the CEO know the available dates.

AGM/Conference – proposed date of 20 October not suitable.

The Board **AGREED**: CEO to check a new date with Anna. Board to look at a more innovative Conference post AGM.

Signed (Chairman) _____ Approved at Board Meeting on 4th March 2022

Dated _____