



Surrey ALC Ltd.
Minutes of the Board Meeting of Surrey ALC Ltd.
Friday 26th August 2022 at 3:15pm
By Zoom

Attendance

Cllr Steve Cosser, Chairman
Cllr Christine Howard, Vice Chair
Cllr Graham Alleway, Director
Cllr Katia Malcaus Cooper, Director
Cllr Dr Paul Cragg, Director
Cllr Stuart McLachlan, Director
Cllr Alan Midgley, Director
Anne Bott, CEO Surrey ALC Ltd.
Anna Beams, Clerk to the Board, Mulberry & Co.

1. Welcome

The Chairman welcomed Members to the meeting.

2. Apologies

No apologies received.

3. Minutes of the previous meeting

The Minutes were approved as a true record of the previous meeting subject to the following amendments:

Item 8: remove reference to the Working Group exploring the option of a SALC training programme.

Item 8: SALC to **explore the option** of a new website.

Item 12: It was AGREED to delegate the **recommendation of Directors to the Chairman and CEO before the AGM on 30th September and that, following the AGM, recommendations will be made by the Board.**

The following actions from the previous meeting were updated:

Insurance – Cllr Midgley clarified that he would like all member councils to be made aware that Key Person Insurance can cover Clerk absence and that the cost is relatively inexpensive.

Cllr McLachlan queried whether SALC should have Key Person Insurance in place to cover any absence of the CEO. The CEO will obtain the opinion of fellow County Officers.

Surrey County Council briefing note – The CEO advised that she has made contact with Cllr Matt Furniss on numerous occasions regarding providing a briefing note for member councils, but that she has not yet received a response.

Standing Orders – The CEO advised that she had contacted NALC regarding the points raised by Cllr Malcaus Cooper at the previous meeting.

Finances -

- sum of £10,000 to be reserved for projects & confirmation of cap increase.

This item will be revisited at the next Board meeting on 11th October.

- CEO and Anna to draft wording for member councils regarding subscription rates for 2023-24.

The aim is to circulate information in September, following the holiday period.

Training report - Anna to research methods and costs for producing a member's pack and report back to the Board.

- A report will be produced for the next Board meeting on 11th October.

Away Day follow up - Anna to organise a meeting with Cllr Katia Malcaus Cooper and Chris Howard to discuss the newsletter and website

- A meeting has taken place and will be discussed under agenda item 5.

Surrey Hills Society – Board representation

- This item will be dealt with at the next Board meeting on 11th October.

Legal provision & support

- The CEO has met with Roger Taylor, and he will advise her regarding cover in his absence. The CEO will report back to the Board on 11th October when the possibility of providing member councils with alternative options will also be explored and discussed.

4. AGM & Conference

- **Agree list of Directors to be recommended**

The Chairman began by announcing that he will not be putting his name forward to the AGM to stand as Director of SALC and will therefore be standing down as both Director and Chairman. He explained that, when he became Chairman, he set objectives to secure the future of the association, provide a good service to member councils and recommend new, forward-thinking Directors to the Board. Having achieved his objectives, he now feels it is a wonderful time to stand down and allow someone new the opportunity to take the association forward with energy and enthusiasm.

Cllr Malcaus Cooper thanked the Chairman for his dedication and efforts on behalf of herself and the Board Members. She acknowledged and recognised the phenomenal job that he has undertaken in maintaining SALC through challenging circumstances. She further requested clarification regarding the appointment of a new Chairman, it was confirmed that the position should be appointed as the first item of business at the first meeting following the AGM on 11th October. It was further clarified that the CEO would open the meeting before the Chairman is appointed.

The Vice-Chair reiterated the thanks and acknowledgements expressed by Cllr Malcaus Cooper and added that the Chairman has been a pleasure to work with and that both he and the CEO have done an excellent job following the breakup of SSALC. She invited the Chairman to consider a Vice-Presidency role within the association. The Chairman stated that he would be honoured to be considered for the role of Vice-President.

Cllr Midgely announced that he will be standing down from the role of Director as he now wishes to enjoy his retirement. He added that he has enjoyed serving on the Board and working with the Members. The Chairman thanked Cllr Midgely and wished him well for the future.

The following list of Directors were **AGREED** for recommendation at the AGM:

Cllr Christine Howard
Cllr Graham Alleway
Cllr Katia Malcaus Cooper
Cllr Dr Paul Cragg

Cllr Stuart McLachlan
Cllr Mike George

- **Agree Vice-Presidents to be recommended**

The CEO advised that she has contacted the current Vice-Presidents to invite them to continue in their roles. Dr Richard Olliver has expressed a desire to continue in the role, prior to this meeting she had not yet received a response from Liz Cutter.

The following Vice Presidents were **AGREED** for recommendation at the AGM:

Dr Richard Olliver
Cllr Steve Cosser
Liz Cutter (pending her response to invitation received from the CEO)

- **Update on Conference arrangements**

The CEO reported that Katie Stewart, Executive Director for Environment, Transformation & Infrastructure has been confirmed as a speaker at the Conference along with a representative from 20's Plenty. She has also been in contact with the Fire Service as a possible third speaker should there be space on the programme.

Anna added that the venue is confirmed and that final catering arrangements will be completed once she is aware of final attendance numbers and dietary requirements.

The CEO added that she hopes that the President, Michael More-Molyneux, will be able to deliver a short briefing on Operation London Bridge and she confirmed that a draft programme will be circulated to members once it is complete.

Cllr Midgely requested that attendees are encouraged to use public transport to attend the event. Anna confirmed that she will provide as much information as she can in order to help facilitate this.

It was further suggested and agreed that any leftover refreshments are donated to the local Community Fridge following the event.

5. Comms Working Group

The Vice-Chair explained that a meeting of the Working Group has taken place and that a further meeting will take place shortly to discuss progress. She will therefore provide a report at the next Board meeting on 11th October.

6. Next Board Meeting

11th October 2022 @ 10am Capel Council Chambers

16:04 Meeting closed

Signed (Chairman) _____

Dated _____