



Surrey ALC Ltd.
Minutes of the Virtual Board Meeting of Surrey ALC Ltd. held on
Thursday 14th May 2020 at 10:00am by Zoom

Attendance

Cllr Steve Cossar, Chairman
Cllr Dr Paul Cragg, Vice Chair
Cllr Mike Goodman, Director
Cllr Graham Alleway, Director
Cllr Stuart McLachlan, Director
Cllr Peter Perdue, Director
Mark Mulberry, Director, Company Secretary
Roger Taylor, Honorary Solicitor
Dr Richard Olliver, Vice President
Liz Cutter, Vice President
Trevor Leggo, CEO SSALC Ltd.
Anne Bott, Deputy CEO SSALC Ltd.
Anna Beams, Office, Training & Events Manager, SSALC Ltd

1. Appointment of Chairman

Cllr Steve Cossar was elected unanimously. Cllr Cossar thanked all members for confirmation of his appointment and requested that a letter be sent by the CEO to Cllr Harry Fitzgerald thanking him for his past service as Chairman on behalf of the Board.

ACTION: CEO to send a letter of thanks to Cllr Harry Fitzgerald on behalf of the Board

2. Apologies for absence

Christine Howard

3. Appointment of Vice Chair

Cllr Dr Paul Cragg was elected unanimously. Cllr Cragg thanked members for their vote of confidence.

Minutes of the previous meeting (omitted from agenda)

The minutes of the meeting held on 9th January 2020 were approved for signing.

Updates were given regarding action points:

(AP2) Following the resignation of Cllr Betty Ames, the number of Vice Presidents has been reduced to 3; to be confirmed at the AGM

(AP6) CEO & DCEO gave brief verbal reports regarding current problem councils; a confidential report will be provided

(AP7) Output and actions from the away day held on 7th October 2019 to be postponed until appropriate time following current crisis

4. To share information on how Surrey towns and parishes are coping with virtual meetings

Each member was invited to share their experiences, the general consensus was that councils are managing meetings well using either Microsoft Teams or Zoom.

10.29 Cllr Mike Goodman left the meeting

The CEO provided an update following the weekly NALC meeting of county association representatives, he reported that a discussion was held regarding the prospect of 'mixed media meetings' and the provisions that member councils may need to make to accommodate these.

The DCEO highlighted that a newsletter is circulated by the office every week for two reasons, to circulate crucial information and to keep up the profile of the association, however more content is needed. The DCEO would like, if possible, content from one member of the Board per week by rotation to include in the newsletter. It was **AGREED** that content would be provided for the newsletter.

Finance

Mark Mulberry advised that the year end finances were complete, he reported that the association ended the year in a positive position.

10.48 Mark Mulberry left the meeting

5. To identify communities where the local council is providing support to residents

Each member was invited to share their experiences which included:

- Examples of support for community initiatives and sharing through social media
- Councillors taking over the running of a playschool and using local residents to assist the community
- Working in conjunction with the Rotary Club on a host of initiatives
- Small groups of residents signing up with Surrey Prepared and co-ordinating with the Military
- Setting up a support group – 'Parish Angels' – delivering supplies to the homes of vulnerable people

11.01 Mark Mulberry re-joined the meeting

6. To receive an update on subscriptions received

Anna Beams provided an update regarding subscriptions received up until 1st May 2020. Surrey ALC are in a good position having received 66.5% of subscriptions due and no members have indicated any issues with payment.

7. To discuss proposals for remote training

Anna Beams provided an update regarding training and events.

- All large conferences up until the end of July have been cancelled.
- The Surrey Spring Conference originally scheduled for 23rd April 2020 has been postponed until we are able to run it pending Covid-19 legislative updates. The original booking with Denbies Vineyard has been left open.
- There has been no loss of venue deposits due to venues transferring all bookings.
- A limited online training programme is being offered to member councils until we are able to re-instate the full programme.

Members **AGREED** to continue with this plan of action.

8. **To receive any response from the Secretary of State to the CEO's request for clarification on how towns and parishes may claim compensation from the £1.6bn allocated to principal authorities for this purpose**

The CEO reported that no response has been received from the Secretary of State. The CEO also reported that, according to the report received from NALC following their national finance survey, only two parishes in Surrey reported a potential financial issue caused by the Covid-19 crisis and there does not appear to be a major issue in Surrey.

Action: CEO to write to the Secretary of State expressing the disappointment of the Board with the lack of response

11.27 Mark Mulberry left the meeting

9. **Any other matters raised by Board members**

- The DCEO expressed her thanks to all members on behalf of the team for their support at the start of this year during a difficult time and stated that it was due to this strong support that all staff wished to continue to work hard for the association.
- The Chairman expressed many thanks on behalf of the Board to all of the staff for their hard work and continued support.

Date of next meeting

To be confirmed

Meeting closed 11:40am

Signed (Chairman) _____

Dated _____