



Essex Association of Local Councils

Minutes

**Annual Meeting of the EALC Executive 23rd November 2023 at 10 am
In person at 42B High Street, Great Dunmow, Essex, CM6 1AH**

23rd November 2023

Executive Committee Members Present:

	Basildon	Cllr. Jim Devlin (Zoom)	Basildon
Cllr. Peter Davey	Brentwood	Cllr. Richard North	Brentwood
Cllr. Paul Lees	Braintree	Cllr. Martin Lee	Braintree
	Chelmsford		Chelmsford
Cllr. Brian Butcher	Colchester	Cllr. John Gili-Ross	Colchester
Cllr. Sheila Jackman	Epping Forest	Beverley Rumsey	Epping Forest
Cllr. Mike Eldred	Local Council Forum Representative		Maldon
Cllr. Mark Platt	Essex County Council		Maldon
	Rochford		Rochford
	Castle Point		Southend
Cllr. Frank Belgrove (zoom)	Tendring		Tendring
Cllr. Alan Townsend	Uttlesford	Cllr. Stephanie Gill	Uttlesford

Agenda

CEO welcomed members to the annual meeting of the EALC Executive Committee and congratulated the Chair on his appointment to the role of Chair of the EALC for the Seventh year. Over to the Chair.

1. Election of Chairman

Cllr. John Gili-Ross proposes that Cllr. Peter Davey be elected as Chair of the EALC for the year November 2023 to November 2024. The proposal was seconded by Cllr. Mike Eldred.

Cllr. Peter Davey is duly elected as Chair as the post was not contested.

2. Election of Vice Chairman.

Seat 1

Cllr. Peter Davey proposed Cllr. John Gili-Ross be elected as Vice Chair of the EALC for the year November 2023 to November 2024. The proposal was seconded by Beverley Rumsey.

Cllr. John Gili-Ross is duly elected as Vice Chair as the post was not contested.

Seat 2

Cllr. Sue Martin proposed Cllr. Mike Eldred be elected as Vice Chair of the EALC for the year November 2023 to November 2024. The proposal was seconded by Cllr. John Gili-Ross.

Cllr. Mike Eldred is duly elected as Vice Chair as the post was not contested.

3. Election of the Chair of Finance.

Cllr. Sue Martin proposed Cllr. Stephanie Gill be elected as Chair of Finance for the year November 2023 to November 2024. The proposal was seconded by Cllr. Peter Davey.

Cllr. Stephanie Gill is duly elected as EALC Chair of Finance as the post was not contested.

4. Finance Sub-Committee

The Chair of the Finance Sub-Committee will be the duly appointed Chair of Finance, Cllr. Stephanie Gill.

Election to the Finance Sub-Committee. The Finance Sub-Committee consists of a total of 7 seats including the Chair of Finance and the Local Council Representative. There are 6 nominations, 4 have been duly proposed, seconded.

The nominations are as follows for the Finance Sub-Committee.

Nominated Executive Members	Proposed by	Seconded by
Cllr. Stephanie Gill	Duly elected as Chair of Finance	
Cllr. Paul Lees	Cllr. Peter Davey	Cllr. Brian Butcher
Cllr. Peter Davey	Cllr. John Gili-Ross	Cllr. Mike Eldred
Cllr. Martin Lee	Cllr. Peter Davey	Cllr. John Gili-Ross
Cllr. Mike Eldred	Cllr. John Gili-Ross	Cllr. Brian Butcher

The above-named persons are duly elected to the Finance Sub-Committee; with two seats to be confirmed at the next meeting.

The Finance Sub-Committee consist of:

Cllr. Stehanie Gill – Chair of Finance

Cllr. Paul Lees

Cllr. Peter Davey

Cllr. Martin Lee

Cllr. Mike Eldred

Seat 6 - Vacant seat, nominations to the CEO in advance of the next meeting.

Seat 7 - Vacant seat, nominations to the CEO in advance of the next meeting

Local Councils Forum

1 seat is reserved for the Local Councils Forum on the Finance Sub-Committee. The current committee member is Cllr. Mike Eldred. A meeting of the Local Council forum took place in March 2022 where Cllr. Mike Eldred was duly appointed as a new Executive Member.

5. EALC Personnel Sub-Committee

The EALC Chair shall be the Chair of the Personnel Sub-Committee. For the year November 2023 to November 2024 this will be Cllr. Peter Davey, as the post was not contested.

One of the Two Vice-Chair's will be agreed to sit on the Personnel Sub-Committee. As one Vice -Chair has already been elected unopposed to fill one of the two seats on the committee Cllr. John Gili-Ross will be appointed as vice-chair to the Personnel Sub-Committee for the year November 2023 to November 2024 uncontested.

Members of the Personnel Sub-Committee are:

Executive Member Nominated	Proposed by	Seconded by
Cllr. Peter Davey	Duly elected the Chair of Personnel.	
Cllr. Mike Eldred	Cllr. Brian Butcher	Cllr. Sue Martin
Cllr. John Gili-Ross	Cllr. Peter Davey	Cllr. Mike Eldred
Cllr. Alan Townsend	Cllr. John Gili-Ross	Cllr. Mike Eldred

The above-named persons are duly elected to the Personnel Committee as the posts were not contested.

The EALC Executive appoints a Clerk to sit on the Personnel Committee. This position is from a Member Council.

Beverley Rumsey Epping Town Council	Cllr. John Gili-Ross	Cllr. Peter Davey
--	----------------------	-------------------

Beverley Rumsey of Epping Town Council was duly elected to the Personnel Sub-Committee as the post was not contested.

The Personnel Sub-Committee consists of:

Cllr. Peter Davey
Cllr. John Gili-Ross
Cllr. Mike Eldred
Cllr. Alan Townsend
Beverley Rumsey

6. Essex Rural Partnership Strategic Board.

The Essex Rural Partnership Strategic Board has designated 2 seats, namely the EALC Chair and the EALC Chief Executive Officer.

7. Essex Rural Partnership

The Essex Strategic Board Members shall be Cllr. Peter Davey, Chair of EALC and Charlene Slade Chief Executive Officer. The EALC Chair and the CEO automatically attend this meeting with a designated seat. The EALC has 2 further seats on the Essex Rural Partnership.

Nominated Executive Members	Proposed by	Seconded by
Cllr. Brian Butcher	Cllr. Peter Davey	Cllr. John Gili-Ross
Cllr. Mike Eldred	Cllr. Peter Davey	Cllr. John Gili-Ross

Cllr. Brian Butcher and Cllr. Mike Eldred are duly elected to the Essex Rural Partnership as the posts were not contested.

8. The Essex Partnership or equivalent body. (RCCE or equivalent).

The EALC has one seat on the Essex Partnership, and this is reserved for the Chair.

The EALC Chief Executive Officer will attend this meeting, having a designated seat.

9. NALC Council Member.

This is a position that must be filled by a Councillor. This must be an elected member to comply with the NALC (National Association of Local Councils) Constitution.

Beverley Rumsey proposes that Cllr. Peter Davey be elected as the NALC council member for the year November 2023 to November 2024. The proposal was seconded by Cllr. Mike Eldred.

Cllr. Peter Davey has been duly elected as the NALC Council Member as the post was not contested.

(Members to note that if this appointment was to change, any new NALC Council Member, would not automatically sit on the high-level committees that Cllr. Peter Davey currently does. Each seat for each committee within NALC is always contested including the Chairmanship on a two-yearly basis).

NALC Council Deputy

Cllr. Peter Davey proposes that Cllr. Mike Eldred be elected to the seat of NALC Deputy. The proposal was seconded by Beverley Rumsey. Cllr. Mike Eldred was elected unopposed to the seat of NALC Deputy, to attend the NALC Council meetings that Cllr. Peter Davey is unable to attend.

Cllr. Mike Eldred has been duly elected as the NALC Council Deputy as the post was not contested.

10. District Representation

The following names are listed as being the current representatives of each district and may be required to provide support to the Chief Executive Officer if required.

District	Executive Member	District	Executive Member
Basildon	Cllr. David McPherson-Davis/Cllr. Jim Devlin	Braintree	Cllr. Paul Lees/Cllr. Martin Lee
Brentwood	Cllr. Richard North/Cllr. Peter Davey	Tendring	Cllr. Frank Belgrove
Colchester	Cllr. Brian Butcher/Cllr. John Gili-Ross	Chelmsford	**
Epping	Cllr. Sheila Jackman/Beverley Rumsey	Maldon	* Cllr. Abdul Hafiz
Rochford	Cllr. Sue Martin/Cllr. Angelina Marriott	Uttlesford	Cllr. Alan Townsend Cllr. Stephanie Gill

*Please note there are two names for Maldon as the district effectively works as two separate bodies. There is a vacant seat for Maldon representation.

**Representation for Chelmsford required.

11. Chairman's Welcome

10:15 am Cllr. Peter Davey joined the meeting giving apologies for his lateness due excessive traffic congestion on the motorway.

The Chair welcomed all member's present. Due to the traffic, unfortunately Cllr. NH and Cllr. DMD are not present.

11.1. Declarations of Interest.

Cllr. SG declared an interest as a Tutor for EALC.

12. Apologies for Absence.

Cllr. AM

Cllr. SM

No apologies received from Cllr. AH.

13. Minutes

13.1 Minutes of the EALC Executive Meeting held on 6th September 2023.

Proposed by: Cllr. ME

Seconded by: Cllr. ML

All members agree to the minutes as an accurate record.

13.2 Actions Report.

Waiting for a response from WorkNest to confirm if there is any training for members/managers in the recruitment process. There is a civility and respect pack with resources to support managers in the recruitment process.

Report to ECC on review of the Clerks Bursary.

Q: Cllr. FB Asked if the precept level be raised for the Clerks Bursary.

14. Personnel

14.1 Update from CEO.

Various policies have been reviewed as directed.

There is a requirement for another person to join the staffing team on a temporary short term contract agreement.

The Chair acknowledges the work of all the staff, and particularly the coordination of the recent CIF Panel meeting.

14.2 Update from the Chair and CEO on the ECC SLA for the Health and Wellbeing and Climate Change Officer.

This position was looked at in detail along with the SLA between ECC and EALC. There is a core grant for the Health and Wellbeing initiative to enable tutors for training on health and wellbeing subjects. A meeting took place in August with Cllr. L McKinlay and CB from ECC it was agreed by Cllr. McKinlay to look at a simple one-page SLA to support this initiative. However, there has been no response or draft agreement so far.

Action: CEO to send details to Cllr. Mark Platt.

15. Finance update by Stephanie Robinson ICAEW CILCA, Financial Controller

15.1 Budget Report to 31st October 2023

Financial Controller to update the bank balances and provide the latest figures to the executive.

Profit received from administering the grant funding streams on behalf of ECC for administration is shown on a separate line. EALC is not sustainable if relying on the admin fees. Therefore, the business plan will look at the future of EALC over the next 4 years and will factor in the need for additional income streams.

The current YTD + Forecast shows a surplus of £50,691.

EALC would be in a net zero position without the grant administration, forecast profit of £13,191 before exceptional income is attributable to the £13,000 underspend on payroll. There are views that EALC is a cyclical organisation in terms of the cycle of elections dominating the requirement for training. The FC argued that if that is the case then the peak years which generate a surplus should then fund the years when training income is lower.

There is an argument that, rather than the timing of elections affecting the amount of training booked it may be that less training is offered in non-election years thereby creating the cycle. The FC is looking into this.

Cllr. PD stated that as far as a revenue budget is concerned, the revenue budget should not be breached. There should be an objective for a breakeven situation.

EALC should not rely on the additional income received from administering grant funding.

Q: Cllr. ML asked are the figures comparable. The payroll figure was confirmed. The main asset of the organisation is the staff. There is currently no investment in the staff of the organisation. The payroll structure is currently under budget for the year.

The budget report needs to add in the column for last year actual 2022/23 Actual for comparison if the report allows. Payroll was about £195K the previous year. Payroll has increased from £196K to 240K this includes any back pay and potential uplift from the NJC salary awards announced nationally in November.

The personnel sub-committee is waiting for a proposal for another member of staff.

15.2 AGM Final Budget Report.

Noted.

15.3 Affiliation Fee Update.

The affiliation fees have been chased on various occasions; it is likely that the final confirmation non-members will be written off.

The affiliation fee for 23/24 has seen an increased variance due to three new parish council being created and are now affiliated members. There is also a potential for new councils to be created in the Brentwood District.

Looking at feedback received from Fordham Parish Council, they confirmed the decision for non-membership to the EALC was financial. This is something that the Chair of Colchester ALC can look into.

Action: Cllr. JGR and Cllr. BB confirmed they will contact the Chair of Fordham Parish Council to establish confirmation and reasons for non-membership.

Maldon TC have challenged EALC and NALC's affiliation fee, the new clerk raised questions at the AGM. There will be a meeting at Maldon Town Council on 29th January with the CEO of

both NALC and EALC to present member benefits to the council and understand their concerns.

Cllr. SG explained that Maldon Town Council are attending training. The Clerk is also undertaking the CiLCA qualification.

The NALC affiliation fee is based on an electorate number as a flat rate and is capped at £1,978 for large councils.

The EALC element is calculated as a pence per electorate on a band structure with a pence per capita over and above each.

15.4 Funding update.

The Micro Grant fund is now closed.

The Food Bank Fund currently awards up to £4,000 in one lump sum. In previous funding rounds, there were multiple tranches covering the half terms so that schools could re-apply for each tranche, they are unable to apply multiple times now and so are receiving less funding.

Previously any unallocated funding from the CIF was reallocated to the CIF Emergency, it is thought that any unallocated funding would be better to be transferred to Micro Grants as it would be better for applicants and give the membership an opportunity to apply.

15.5 Bank Balances to 31st October 2023.

Noted.

No other comments from the Chair of Finance.

The Chair of EALC explained there was a recent meeting with the leader of ECC, Cllr. Kevin Bentley. There is a comfort letter from ECC around the agreement on core funding received. ECC are in full support of the EALC, it was a good meeting and all positive.

11:10 – 11:15 Comfort break for 10 minutes

16. New Initiatives and Other Matters for Decision

16.1 Four Year Business Plan (2024 – 2028) Update from Task and Finish Group.

Cllr. ME explained that there were initial meetings in November of both groups and was appointed the Chair of the Marketing Group. There will be additional meetings as this is a large piece of work to go through.

The Business Working Group looked at a SWOT analysis in some detail. One of the main strengths, is the Executive Committee and the staff with their combined knowledge they are huge asset to the association. EALC has a large membership, is a professional organisation and has strong relationships with partner organisations.

The are potential opportunities to explore with lobby day, training providers, and potentially reaching out to non-members to expand the business.

During the analysis, weaknesses were examined, including the effectiveness of EALC's engagement with its membership. It was also noted that there is a lack of communication and relationship with MP's as well as a need for better recognition of volunteer time and training analysis. Threats were identified, such as the suitability of the current office location, the impact of devolution and limited sources of funding, the reliance on ECC as the primary funder. The average age of executive members, and the timeliness of EALC's presence for its members. The group is engaging in radical discussions to address these challenges.

16.2 Marketing Strategy (2024 – 2028) Update from Task and Finish Group.

During the marketing analysis the four P's (Product Price Place and Promotion) were examined. Focus now shifts to evaluating the effectiveness of the EALC's outreach efforts towards its members. The group is currently reviewing its communication strategy and engaging in productive discussions. This work stream will be continued and progressed further. It is important to note that both groups will convene within the next two weeks and adhere to a specific timeline. The CEO is responsible for driving the business plan, which aims to be implemented by the 1st of February next year. The Chair has clarified that there will be a transition period between the old strategy and the new business plan.

16.3 Constitution and membership.

Is currently a topic of discussion and may undergo changes in light of the business plan. It remains a priority to ensure that any necessary amendments are made early enough to present to the membership.

The succession planning for the EALC Executive Committee is of the utmost importance for the Association. The Chair has been in place for seven years, there is a need for transparency and succession planning within the Executive. Simplifying the nomination process through the Personnel Sub-committee is necessary.

The constitution is a dynamic document that requires regular updates. Currently the Chair of each committee is chosen from the Executive Committee which differs from the practice in parish councils where Chairs are elected within each committee. It is essential to have a clear report that outlines the decisions made during the executive meetings. In terms of the business plan there is a belief in exploring additional funding streams, such as securing annual funders for the AGM. The idea of running online conferences of one hour duration to generate organic income growth should be considered at a local level to assess its potential benefits for the EALC.

17. National Matters

18. Essex Matters

- 18.1 Essex County Council Report – Cllr. Mark Platt on behalf of Cllr. Louise McKinlay or her representative.
- 18.2 Devolution Update.

We were anticipating an announcement regarding devolution yesterday. Devolution is expected to bring several advantages to the residents of Essex, including improved skills, adult education opportunities, enhanced job prospects through skill development, better transportation facilitated by a dedicated transport authority.

It is important to clarify what devolution does not entail for the sector, such as no introduction of the Mayor, or involvement of politicians, no tax rising powers, or a role in planning. The next step in the process involves consultation, which will involve the full council of Essex County Council (ECC) as part of a combined authority with Southend and Thurrock. It is worth noting that this process does not involve absorbing existing debt. Consultations, including the latest one on the budget, will be shared with the membership in the upcoming weeks.

You can watch the YouTube video which shows the important issues facing Essex.

[Everyone's Essex - Essex County Council - YouTube](#)

Following the CIF (Community Initiative Fund) process, there have been changes in the final decisions at the top level. Essex County Council (ECC) is currently reviewing the CIF process due to an inconsistent approach observed in recent years. The fund is managed by ECC, and they have the ultimate authority to approve the fund. The process includes a robust check and balance system.

Previously, Cllr. Mark Platt served as a deputy for Early Years and Adult Social Care. It is worth noting that there are currently 1105 children in care in Essex making this role particularly challenging. An inspection conducted by Ofsted resulted in an outstanding review with ECC being the only upper tier organisation in the Country to achieve this level.

The review highlighted that children's needs are prioritised in the decision-making process, which is crucial. The leaders and social workers were commended for their outward-looking and forward-thinking approach. Previously there were four areas that stood out as outstanding, but now there are five areas that were judged as outstanding.

As residents of Essex, the County should take great pride in this exceptional report. The EALC will communicate with members to support this outstanding work. It is our collective responsibility to ensure the well-being of our children, recognizing that no system is perfect. It is crucial not to become complacent despite receiving an outstanding report.

Some changes have been made to the cabinet members, particularly in the areas of highways. Cllr. Lees Scott will be transitioning to another cabinet role, while Cllr. Tom will assume responsibility for the highway's initiative. Additionally, Mark Platt has taken on an additional role to support Tom in his new position. It is worth noting that Cllr. Mark Platt also serves as the deputy to the deputy leader. The Chair emphasized the importance of the highways team understanding the needs and perspectives of parish and town councils.

19. Chair and Vice Chairs Reports on work undertaken on behalf of the EALC.

19.1 Cllr. Peter Davey: Feedback Highlights:

The Chair actively participated in several meetings including the RCCE AGM alongside CEO, Cllr. Mike Eldred and Cllr. Brian Butcher, which took place at Layer Marney Towers. Discussions were held regarding initiatives of the Essex Health and Well-being Board (EHWBB). The Chair is a member of the National Honours Awards Panel.

The NALC annual report was shared this morning on Google Drive. Additionally, there was a presentation by Hullbridge Parish Council in their achievement of the Local Council Award for foundation level. During meetings, members engaged in discussions regarding the appropriate number of Councillors in relation to the precept amount across different areas. It is important to note that reviews of the parish councils are being conducted across the districts, as required by law, with involvement from the Electoral Commission.

Action: To contact the monitoring officers / electoral officers across all districts to understand why, when, where how the review is carried out. EALC could share the information with members.

Cllr. Peter Davey is the interim Chair of the Finance and Scrutiny Committee of NALC. When the new committee is formed they will appoint a chair.

19.2 Cllr. John Gili-Ross: Feedback Highlights:

Cllr. John Gili-Ross provided feedback and highlights from the PFCC Annual Conference. It was confirmed that Cllr. JGR has been re-elected as the Chair of the Police, Fire and Crime Panel. The event featured three speakers, including the commissioners who made presentations. The re-elections need to be shared with relevant parties.

Action: The Chair's reappointment to the Police, Fire and Crime Panel.

Section 106 officer role was discussed. It is important to note that Section 106 money is allocated for specific purposes, and if the parishes do not have plans in place, there is a risk of funds not being utilized effectively. Parishes have a responsibility to plan for the growth and development of their communities. It is worth mentioning that the process for claiming funds from the district authority varies across the district, which is different from the process for Community Infrastructure Levy (CIL) money. Without a proper plan in place, access to Section 106 funds may not be possible.

19.3 Cllr. Mike Eldred: Feedback Highlights:

Cllr. MH provided feedback during the meeting. One notable highlight was the commendable presentation of the Local Council Awards to Saffron Walden Town Council. Further details regarding Health and Wellbeing will be shared on the 1st of February, as there is a scheduled meeting prior to that date. The Chair expressed gratitude to the Vice-Chairs for their dedicated work and support on behalf of the EALC. Moving forward with the Health and Wellbeing initiatives, it is suggested to engage in a discussion with Essex County Council (ECC) regarding the potential appointment of Cllr. MH to the Committee.

20. Staff Reports

- 20.1 Chief Executive Report, Noted.
- 20.1.1 Future of the Local Council Support Sector. Noted.
- 20.2 Executive County Training Officer Report, Noted.
- 20.3 Communications and Office Co-ordinator, Noted.
- 20.4 Head of member Enquiries, Noted.
- 20.5 Grant Funding Administrator, Noted.

The Chair of the EALC expressed gratitude to the staff for their tremendous dedication to the organization. The Communications Officer provided an update that the website will be launched in the near future. The Chair specifically recognized the commitment of AW for their work and support in handling member inquiries.

The CEO extended thanks to all staff members, emphasizing the importance of being present at the meeting to witness and collectively appreciate the significant amount of work being accomplished on behalf of the EALC. The success of the association is attributed to the hard work and contributions of the staff.

21. Feedback and Next Agenda

- 21.1 Essex Rural Partnership. Noted with thanks to NS, Executive Director.
- 21.2 NALC, A brief update from the COF forum following a discussion paper. This is an open debate and there are no decisions at the moment. The executive will direct the CEO with an initiative.

Action: CEO to report to the executive at the February meeting.

- 21.3 Police, Fire and Crime Commissioner.

The Police, Fire, and Crime Commissioner (PFCC) have prepared a thorough report that offers a comprehensive update on the numerical data. As part of the engagement process, the PFCC will receive an invitation to attend two in-person meetings and provide two additional updates.

21.4 District Association updates

Tendring:

In Tendring, there has been positive feedback regarding the training initiatives. It is recommended to proceed with establishing hubs for training in the area. The county update

communication can be redistributed to ensure wider dissemination. For reporting any issues related to ECC, clear instructions will be provided on whom to contact. Additionally, short courses are currently being conducted in Tendring to evaluate the future needs and requirements for a potential hub. The specific date for this assessment is currently being finalized. It is crucial to assess the suitability of the hubs to ensure they effectively meet the delegates' needs.

Uttlesford:

UDC put on evening forums in different areas, it means the Uttlesford ALC do have to work harder for the parish and town councils in the district. This does chip away at the members of U'ALC.

Braintree:

Thanks to the CEO for attending the last meeting. The Chief Executive of the District will be attending the next meeting.

s.106 money has been difficult to obtain.

Neighbourhood plan submission for the examination of the NP and the life expectancy of it. The NP has to take into account the Local Plan and time plan makes it complex.

Basildon:

Cllr. NH will be attending the next meeting. All area representatives are asked to make contact with members in there are regarding any outstanding affiliation fees to encourage them to remain as paid members. It is recognised that some parish councils are not consistent with their affiliation to the EALC and the NALC. There is good communication with the monitoring officers in Basildon on a weekly basis.

Brentwood:

Previously the last meeting was delayed. There is a new secretary of Brentwood ALC, meaning there has been complications with the banking requirements through Barclays.

The last meeting with Brentwood ALC, was held at the Brentwood Town Council offices which was a positive meeting. It was recognised that the Brentwood Borough Council (BBC) have the same frustrations as Brentwood ALC, there is encouragement to continue to work together for the same goal.

Colchester:

There was an update given on the local plan and the neighbourhood plan, including Section 106 money. There is an excellent repour between the district and the parish council. There was a discussion about banking arrangements when there is a new clerk to the Colchester ALC and this process does seem a challenge.

The Rural England Prosperity Fund were invited to sit on the panel. Comments were raised on the topic of highways and devolution. There was a representative from RCCE who gave a talk on rural affordable housing. There was a webinar on the Code of Conduct.

Flooding is an issue and a concern for the area, causing a main road to be cut off. Previously the Fire and Rescue service would pump out the flood and Essex County Council (ECC) would then clear the roadway; however, this is not happening now, and it is thought the is reason is because they are not asked to.

Epping:

A discussion around the electorate figures for the district. Tax based figures in Epping are being set later and later, there is a legal requirement to submit the figures by 31st January. The feedback from the Local Highways P (LHP) does not seem to be consistent across the County. However, we are made aware the cabinet member is reviewing the process.

Feedback provided from the District Associations (ALC's) is invaluable and this should be an item on the agenda at the top to give more time in the structure of the agenda for discussions.

22. Feedback 15 minutes of open forum for members to raise issues of mutual interest.

The Essex Shed Network were present at the AGM, there are now four members referred to the Men's Shed. The speaker present at the AGM has been confirmed as a member of the new EALC Health and Wellbeing Collaborative.

23. Date of Next Meeting – 1st February 2024.**24. Future Meeting Dates 2024.**

1st February 2024

21st March 2024

23rd May 2024

11th July 2024

5th September 2024

26th September 2024

21st November 2024

25. Matters for future agenda items.

Risk management was raised at the finance sub-committee meeting, this report will be reviewed and agreed for presentation to the Executive.

GDPR to be added as a future agenda item.

26. Meeting Closed 1:00 pm.