

Essex Association of Local Councils

*Supporting local town and parish councils within
Essex*

EALC AGM 2024

Minutes
26th September 2024



THE 80th ANNUAL GENERAL MEETING

Minutes of the Meeting held on Thursday 26th September 2024 at 2.00pm

Held at Colchester Football Stadium, Colchester, Essex.

The President Cllr. John Jowers and Vice Presidents Cllr. Sheila Jackman MBE, Anne Brown & HM Lord Lieutenant of Essex, Jennifer Tolhurst
With the Executive Members and EALC Staff.

Cllr. Peter Davey Chair	Brentwood	Cllr. Richard North	Brentwood
Cllr. Paul Lees	Braintree	Cllr. Paul Lees	Braintree
Cllr. Brian Butcher	Colchester	Cllr. Mike Eldred Vice Chair	Local Council Representative
Cllr. Sheila Jackman MBE	Epping Forest	Beverley Rumsey Town Clerk	Epping Forest
Cllr. Abdul Hafiz Jhual	Madon	Cllr. Angelina Marriott	Rochford
Cllr. Frank Belgrove	Tendring	Jennifer Spear Clerk	Tendring
Cllr. Stephanie Gill	Uttlesford		

President & Vice Presidents Present

President	Cllr John Jowers
Vice President	Cllr Sheila Jackman MBE
Vice President	Mick Page

Essex Association of Local Councils Staff Present

EALC	Pearl Willcox
EALC	Stephanie Robinson
EALC	Ann Wood
EALC	Sophie Wolker
EALC	Kristi Lewis

1. Welcome

President, Cllr. John Jowers opened and welcomed Member Councils, and Guests to the 80th Annual General Meeting of the Essex Association of Local Councils.

2. Apologies for Absence

The Executive County Training Officer, Pearl Willcox read out the apologies received:

- Cllr. Jim Devlin, EALC Executive Committee Member & Billericay Town Council
- Cllr. Steve May, EALC Executive Committee Member & Hawkwell Parish Council
- Clerk Siobhan Perrin, Sheering Parish Council
- Clerk Liz Petyt-Start, Buckhurst Hill Parish Council
- Cllr. Jeffrey Phillips, Cllr. Ernie Skinner, Cllr. Richard Wellborne, Cllr Julian Lewis & Clerk Georgina Basset, Ramsden Bellhouse Parish Council
- Cllr. Louise McKinley, Essex County Council.
- Town Clerk Mark Squire, Loughton Town Council.
- Jane Gardner, PFCC
- Cllr. Marianne Vernon, Rayleigh Town Council
- Clerk Adriana Jones, Stamford Rivers Parish Council
- Cllr Victoria Weavers, Abberton & Langenhoe Parish Council

3. Signing of Minutes from the 2023 AGM by The President, Cllr. John Jowers

The President asked members present if there were any amendments to the minutes for 2023. The following changes are required:

To add members in attendance, Loughton Town Council – Cllr. David Wixley, and Mark Squire. Bowers Gifford and North Benfleet - Christine Barlow.

Proposed by: Cllr. Abdul Hafiz

Seconded by: Cllr. Martin Lee

Vote: carried unanimously.

4. Retiring Vice-President

The President Cllr. John Jowers thanked Mr. Mike Page on behalf of EALC for his contribution to the Association of Local Councils during the last 8 years as Vice President. The Chair, Cllr. Peter Davey also thanked Mike Page.

4. Election of the new EALC President, Jennifer Tolhurst, Lord Lieutenant of Essex Retirement of President

Councillor John Jowers retired from his role as President of the Essex Association of Local Councils. The Chair, Cllr. Peter Davey congratulated John Jowers and Members expressed their thanks for his service and contribution.

Remarks by Retiring President (Cllr. John Jowers)

- The positive spirit and optimism within the Association.

- The value of dealing with real people and real issues, rather than political ideology.
- His appreciation of parish councils, described as the 'beating heart' of local communities and the bedrock of local democracy.
- The importance of parish councils in providing stability, being non-political, and addressing matters that genuinely affect residents.

Election of Successor

The Lord Lieutenant of Essex, Jennifer Tolhurst, was elected as the new President.

The Chair, Cllr. Peter Davey provided an overview of the work of Jennifer Tolhurst, Lord Lieutenant of Essex and asked the members to vote on this position for a four-year term commencing from 27th September 2024.

Proposed by: Cllr. Peter Davey

Seconded by: Cllr. Sheila Jackman MBE

The vote was carried.

5. Chair, Cllr. Peter Davey presented the Annual Report.

Cllr. Peter Davey gave an overview of the work of the EALC to include the development of the training, work with primary partners, close collaboration with Essex County Council and the administration of grants. The Local Council Awards Scheme has one of the highest numbers of accredited councils in the Country. Our IT systems have transitioned to Cloud 365; the website has been updated with the plan to launch a Client Relationship Management System (CRM). The Chair also gave an update on the work of the National Association of Local Councils in his position of the Vice-Chair of Finance. A full strategic review of the Association is planned to look at the future of the Association and develop the business plan for the next four years.

The Chair thanked the CEO, the staff and the Executive Committee members for their work and dedication to the Association over the previous year. Also thanked the team for the co-ordination of the AGM.

The Chair took questions relating to the Annual Report.

The Annual Report was proposed by: Cllr. Martin Lee and seconded by: Cllr Sheila Jackman MBE.

The vote was carried unanimously.

6. Cllr. Stephanie Gill, Chair of Finance Sub Committee, Presented the Accounts of the Association for the year 2023/2024.

Cllr. Stephanie Gill presented the Accounts of the Association, the financial position, and plans for the future and thanked Essex County Council for their ongoing support and grants received in 2023/2024.

Cllr. Stephanie Gill provided an overview of the grant funding the Association administered on behalf of Essex County Council.

Cllr. Stephanie Gill declared an interest as a tutor for the EALC.

Stephanie Robinson, the Financial Controller for the EALC gave an update on the regular meetings, communications and legal support.

The cost of the Audio Visual and CRM systems were £22,472.00

The councillor training bursary was slow to take off therefore, the precept level was increased to £80,000. This brings the Councillor Bursary criteria in line with the Clerk Bursary.

Thanks were expressed to Essex County Council and the Police Fire and Crime Commissioner for their grants.

The total surplus for the year ended 31st March 2024 of £26,601

The EALC is to expect a deficit in March 2025.

Questions were taken from Member Councils

The President asked the membership to approve and accept the Annual Financial Reports of the Association including the accounts for the limited company EA (2013) Ltd for 2023/2024.

Proposed by: Cllr. Frank Belgrove

Seconded by: Cllr. Martin Lee.

The vote was carried unanimously.

7. Affiliation fee for 2025/26

A proposal to increase the affiliation fee to 3% under-inflation. (NALC is expected to set their fee increase at 3% also (to be confirmed at the NALC AGM)).

Proposed by: Amanda Brown

Seconded by: Cllr. Pauline Bacon

The vote was carried unanimously.

8. Appointment of the EALC auditor.

Cllr. Stephanie Gill put forward Trevor Brown (CPFA) as an external auditor for the EALC 2024/25 financial year.

Proposed by: Cllr. Martin Lee

Seconded by: Amanda Brown

The vote was carried.

9 **Motions**

The President asked Cllr. Mike Eldred, Vice Chair of the Association for any motions received. Cllr. Eldred confirmed that no motions had been received.

10. **Chief Executive Officers Report to Membership**

Presented to the membership by Vice Chair, Cllr Mike Eldred.

The achievements of the CEO are significant and include the winner of the National Association of Local Councils Star Council Awards, County Association of the Year in November 2023. The CEO expressed thanks in her report to all staff for their dedication, commitments and support for the Association in achieving training excellence, and high achievements in Local Council Awards.

The President, Cllr. John Gowers gave his final address to the membership and closed the 80th AGM.

The meeting closed at 6:08 pm

The next AGM will take place on 25th September 2025 details to be confirmed.

Signature.....

Date.....

Apologies for the AGM from the Executive Committee/Membership 2024

Cllr. Steve May	EALC Executive & Hawkwell Parish Council
Cllr. Jim Devlin	EALC Executive & Billericay Town Council
Clerk Liz Petyt-Start	Buckhurst Hill Parish Council
Clerk Siobhan Perrin	Sheering Parish Council
Clerk Georgina Bassett	Ramsden Bellhouse Parish Council
Cllr. Jeffrey Phillips	Ramsden Bellhouse Parish Council
Cllr. Ernie Skinner	Ramsden Bellhouse Parish Council
Cllr. Richard Wellborne	Ramsden Bellhouse Parish Council
Cllr. Julian Lewis	Ramsden Bellhouse Parish Council
Cllr. Louise McKinley	Essex County Council
Town Clerk Mark Squire	Loughton Town Council

Cllr. Marianne Vernon	Rayleigh Town Council
Clerk Adriana Jones	Stamford Rivers Parish Council
Deputy Police, Fire and Crime Commissioner Jane Gardner	PFCC
Cllr. Victoria Weavers	Abberton & Langenhoe Parish Council

Voting Members

PARISH/TOWN COUNCIL	DELEGATE	
	First name	Surname
Great Baddow Parish Council	Louise	Flavell
Alresford Parish Council	Frank	Belgrove
Tiptree Parish Council	Claire	Newton
Tiptree Parish Council	Jill	Williams
Epping Town Council	Christine	Burgess
Abberton & Langenhoe Parish Council	James	Lambert
Springfield Parish Council	Clare	Milligan
Great Baddow Parish Council	Bob	Kilvington
Buckhurst Hill Parish Council	Liz	Petyt Start
Buckhurst Hill Parish Council	Dewole	Aradeon
Great Bentley Parish Council	Great	Council
Feering Parish Council	Lisa	Collins
Feering Parish Council	Paul	Lees
Feering parish Council	Ed	Mitchell
Feering Parish Council	Pamela	Carlaw
Abberton and Langenhoe Parish Council	Victoria	Weavers
Hatfield Peverel Parish Council and Highwood Parish Council	Sarah	Gaeta
Great Bromley Parish Council	Ian	Murch
Elsenham Parish Council	Ray	Franklin
Mount Bures Parish Council	Kevin	Money
Maldon Town Council	Karen	Frett
Springfield Parish Council	Richard	Carson
West Bergholt Parish Council	Brian	Butcher
West Bergholt Parish Council	John	Gili-Ross
Hullbridge Parish Council	Angelina	Marriott
West Bergholt Parish Council	Harry	Stone
Maldon Town Council	Cllr Andrew	Lay

Canvey Island Town Council	Alan	Acott
Canvey Island Town Council	Steve	Sach
Latchingdon Parish Council	Anthony	Fittock
Coggeshall Parish Council	Philippa	Potter
Bowers Gifford and North Benfleet Parish Council	Christine	Barlow
Saffron Walden Town Council	Lisa	Courtney
Saffron Walden Town Council	Georgia	Arnold
saffron Walden Town Council	Richard	Porch
Great Bentley parish Council	Robert	Taylor
Clavering Parish Council	Stephanie	Gill
Wickford Town Council	Tory	Melhuish
Castle Hedingham Parish Council	Garry	Southgate
Castle Hedingham Parish Council	Susan	Southgate
Castle Hedingham Parish Council	Claire	Waters
Bures Hamlet Parish Council	Shirley	Keeble-Fox
Loughton Town Council	Carol	Davies
St Osyth Parish Council	Karen	Sinclair
St Osyth Parish Council	Neil	Williams
Chelmer Village Council	Nandita	Nandi
Heybridge Parish Council	Mike	Hall
Elmstead Parish Council	Angela	Baxter
Elmstead Parish Council	Amanda	Brennan
Elmstead Parish Council	Adam	Gladwin
Alresford Parish Council	Frank	Belgrove
Sutton Parish Council	Richard	Gaylor
Rayleigh Town Council	Sarah Jane	Page
Galleywood Parish Council	Kelly	Wilde
Frinton & Walton Town Council	Jennifer	Woodland
Frating Parish Council	Jim	Morris
Frating Parish Council	Terry	Cuthbert
Alresford Parish Council	Matt	Cooke
Lawford Parish Council	Bridget	Tighe
Great Maplestead Parish Council	Steve	Harris
Leigh on Sea Town Council	Clare	Milligan
Castle Hedingham parish Council	Beverley	Foulkes
Rivenhall Parish Council	Jack	Prime
Goldhanger Parish Council	Maria	Unsworth
Epping Town Council	Janet	Whitehouse
Epping Town Council	Razia	Sharif
Heybridge Parish Council	AMANDA	HILTON
Heybridge Parish Council	Gary	Dyer

Heybridge Parish Council	Paula	Spenceley
Heybridge parish Council	Michael	Edwards
Heybridge Parish Council	Les	Davis
Marks Tey Parish	Martin	Smith
Rayne Parish Council	Michael	Eldred
Chelmsford Garden Community Council	Suzanne	Walker

Non-Voting Attendees

PFCC, ECC, Nalc & RCCE	
ECC	Mark Platt
ECC	Beverley Egan
ECC	Phil Oldershaw
ESFRS	Moria Bruin
ESFRS	Andy Prophet
PFCC	Roger Hirst
PFCC	Jane Gardner
PFCC	Darren Horsman
RCCE	Sarah Sapsford
RCCE	Nick Shuttleworth
NALC	Lisa Etchell
Auditor	Trevor Brown

Exhibitors and Speakers

Vaughtons	Rob Armour
Utility Aid	Kimberley Page
Unity Trust Bank	Sarah Johnson
Aubergine	Mark Tomkins
WorkNest	Vincent
Cloudy IT	David Hall
CCLA	Jamie Charters
Eibe Play	Robyn Brookes
United in Kind	Kelly combes
United in Kind	Karis Galliano
RCCE	Laura Atkinson
RCCE	Danielle Frost
NALC	Charlotte Eisenhart
ECC	Cllr Mark Durham
ECC	Cllr Beverley Egan

ECC	Kerry Burgess
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