



ANNUAL GENERAL MEETING 2019

NOTICE OF MEETING

You are invited to the 45th Annual General Meeting of the Cumbria Association of Local Councils:

Date: Saturday 9th November, 2019

Time: 10.30 a.m.

Place: Market Hall, Church Street, Wigton

Directions to the venue are enclosed.

Samantha Bagshaw
Chief Officer

WELCOME: Madam Mayor Hilary Harrington, Allerdale Borough Council

PART 1 – GUEST SPEAKERS

Cllr Peter Thornton, Deputy Leader, Cumbria County Council

Jo Lappin, Chief Executive Officer, Cumbria Local Enterprise Partnership

PART 2 – BUSINESS AGENDA

1. Election of Officers:
 - i. President
 - ii. Vice-President
 - iii. Hon. Treasurer (Executive Committee nominations enclosed)

2. Apologies for absence
3. Minutes of the Annual General Meeting held on 10th November 2018 (enclosed)
4. Matters Arising
5. Presentation of the Annual Report (enclosed)
6. Presentation of the Statement of Accounts (see Annual Report)

A separate income and expenditure statement will be available at the AGM.
7. Appointment of Auditors

The Executive Committee recommends the re-appointment of Saint & Co.
8. Appointment of Executive Committee
 - i. Nominations of District Associations (enclosed)
 - ii. Elections of five members (report enclosed)
9. To determine the annual increase of the CALC portion of the subscription income for 2020/21 (report enclosed):

Recommendations:

- i. That CALC subscription income shall be increased by 3% for 20/21.
 - ii. That the CALC subscription for parish meetings that raise a precept shall be £34 in 20/21, plus 7.2p per elector for the NALC portion of the membership fee.
 - iii. That parish meetings which do not raise a precept, shall not be charged any CALC or NALC subscription in 20/21.
10. To discuss any other matters raised by councils.
 11. **CONCLUDING REMARKS:** Madam Mayor, Hilary Harrington, Mayor, Allerdale Borough Council

A light buffet lunch will be available after the meeting.

Agenda item no.1

ELECTIONS OF OFFICERS 2020/21 - EXECUTIVE COMMITTEE NOMINATIONS

President: Cllr David Graham MBE

Vice President: Mr ST Simpson

Hon. Treasurer: Mrs Julie Hartley

Cllr David Graham MBE

Cllr David Graham is the Chair of Crosby Ravensworth Parish Council. During his career he was the Direct Labour Organisation General Manager for Cumbria County Council with responsibility for countywide services including highways, street lighting, grounds, fleet maintenance & management, laboratory, and Port of Workington.

David is passionate about 'community' and uses his skills and abilities to positively promote the needs and interests of where he lives but within the wider context of national and local policies and resources.

David led a group of community volunteers in establishing Lyvennet Community Trust, a charity that has provided 10 affordable rental and 7 self-build homes for people in the Crosby Ravensworth area, a group he still chairs. In addition he has been the chair of the Lyvennet Community Pub cooperative since inception. This organisation bought and refurbished the Butchers Arms pub through a share offering with 340 shareholders; local and worldwide. The pub has been hugely successful and is now the major employer in the area.

David went on to chair the Community Land Trust Network widening its remit into a National charitable organisation which now supports over 300 community groups. He recently stood down after 5 years as chair.

David was awarded an MBE in 2013 for services to the community in Crosby Ravensworth.

Cumbria Association of Local Councils

Annual General Meeting 2018

Minutes of the 44th Annual General Meeting of the Cumbria Association of Local Councils held on Saturday the 10th November 2018 at 10.30 am in Newbiggin Village Hall, Penrith.

Present:

Name	Parish/Town Council	Name	Parish/Town Council
Samantha Bagshaw	Chief Officer CALC	Richard Sutton	Kendal TC
Rick Petecki	Chairman CALC	Allan Daniels	Keswick TC
Bob Mather	President CALC	Lynda Walker	Keswick TC
William Patterson	Vice Chair EDC	Jane Tea	Kirkoswald PC
Margaret Irving	Alzheimer's Society	Philip Thompson	Lakes PC
Geoff Davies	Above Derwent PC	Brian Hewitt	Lakes PC
Margaret Throp	Above Derwent PC	Leslie Johnson	Lakes PC
Lorraine Smyth	ACT	Cllr Chris West	Lazonby PC
Holly Ho	Alston Moor PC	Philip Hancock	Morland PC
Martin Stephenson	Appleby TC	David Peters	Natland PC
Ailsa McKenzie	Brough PC	John Houghton	Natland PC
Pat Jones	Brough PC	Meg Hancock	Newby PM
Andrew Bedford	Brough PC	Libby Graham	Northern Fells Group
Sarah Harden	Brougham PC	Sue Castle-Clarke	Ousby PC
Enid Hastings	Casterton PC	Viv Tunnadine	Penrith TC
Phillipa Groves	Castle Sowerby PC	Roger Burgin	Penrith TC
Nick Ford	Cleator Moor TC	Rosemarie Lees	Waitby & Smardale PC
Caroline Richardson	Culgaith PC	Adele Roche	Waitby & Smardale PC
Trevor Allison	Cummersdale PC	Leith Hallatsch	Windermere TC
Ann Byers	Dalston PC	Joan Wright	Workington TC
Bryan Craig	Dalston PC	Peter Bales	Workington TC

In attendance, Sonia Hutchinson (Parish Development Officer)

Bob Mather introduced the Executive members on the top table as well as Cllr William Patterson, Vice Chairman of Eden District Council and Margaret Irving from the Alzheimer's Society. He went on to explain that there were no ballot papers as it was not going to be necessary to hold a ballot. He then went on to thank the exhibitors for attending and asked Cllr. Patterson to say a few words.

Cllr. W. Patterson welcomed everyone and said it was nice to see everyone who had been able to come along to Newbiggin Village Hall in Eden District.

Part 1

Margaret Irving then gave a presentation on her role as part of the Prime Minister's Task and Finish Group looking at the challenges facing rural communities with regards to an ageing population and the increase in dementia sufferers.

The key topics covered included: -

What is Dementia?

What is a dementia friendly community?

Why do our towns and villages need to be dementia friendly?

What people living with dementia have told us (Alzheimer's Society 2013) including examples of problems people face such as visiting shops;

The Key Message that people can live well with dementia;

The Benefits of becoming dementia friendly;

How to become a dementia friendly community;

What can councils do?

See attached presentation notes for information and question and answer session.

Bob Mather then asked Lorraine Smyth from ACTion with communities and Philippa Groves from the Northern Fells Group if they wanted to say a few words at this point in the proceedings.

Lorraine Smyth took the opportunity to make parish councils aware that ACTion with communities (ACT) is working with the Alzheimers Society and that 30 village halls have held dementia friendly sessions. She also wanted to remind parish councils that ACT can help communities think about resilience and neighborliness. ACT have a supply of emergency planning leaflets which parish councils can ask for to circulate throughout the community.

Rick Petecki added out that parish councils could raise the awareness around dementia and emergency planning in their newsletters.

Phillippa Groves pointed out that the Northern Fells Group are also working in partnership with the Alzheimers Society to raise awareness in the hotels, pubs and cafes in the area and they will be taking this forward into schools in the new year. Phillipa brought along a leaflet rack with leaflets on all the activities that they undertake to encourage visitors and tourism in the area.

At the end of the question and answer session Sam Bagshaw thanked Margaret and thought it might be a good idea for Margaret to do a session for interested member councils.

Bob Mather also thanked Margaret for her presentation and said how fortunate we had been to have someone speak at the AGM who was so knowledgeable at both a local and national level.

Part 2

1. Apologies

Apologies received from:

Name	Parish/Town Council	Name	Parish/Town Council
Jean Airey	CALC	Norman Bishop-Rowe	Ulverston TC
Alan Rich	Dacre PC	Shirley-Anne Wilson	Ulverston TC
Dorothy Routledge	Haile and Wilton PC	Cllr Elaine Lynch	Wigton TC
Brian Kennish	Muncaster PC	Nigel Todhunter	
Sarah Middleton	Nateby PC	Whitehaven TC	

2. Minutes of the annual general meeting held on 18th November 2017

Agreed as a correct record and signed by the President.

3. Matters arising

There were none.

4. Presentation of the Annual Report

The chairman of the Executive Committee presented the report and asked for a minutes silence in respect of Jill Hay a former Executive member who sadly passed away during 2018 and will be greatly missed.

The chairman also took the opportunity to thank the Officers at CALC for the great job they do in delivering the service, the Executive Committee and Bob Mather, President of the association. He also thanked David Huxley for chairing the EALC District meetings until his retirement earlier in the year.

Whilst summing up the contents of the annual report the chairman asked the member councils if they were happy to support CALC on a number of key issues: -

- The possible move to a unitary authority and the need for CALC to encourage MP's to still view Cumbria as a whole and approach Government with one clear voice;
- To support CALC in being part of any conversation at national level as it is important that we participate rather than sit back;
- To support CALC in reviewing the service it delivers and if necessary bridging any gap in resources between the current service which is very reactive and what may be required to deal with national and local issues which impact on parish councils such as the devolution of services.

The member councils present confirmed their support and the annual report was adopted.

5. Presentation of the Statement of Accounts

In the absence of the Honorary Treasurer, the Chief Officer, Samantha Bagshaw presented the audited Statement of Accounts and a separate statement showing, broadly, annual income and expenditure. She was pleased to report that CALC had a sound financial footing at the end of 2017/2018. The income and expenditure sheet shows that at the end of the financial year CALC had £130k in reserves this amount will enable CALC to continue to support member councils should grants from principal authorities be reduced in the future. Sam added that she was looking forward to an improved strategy for CALC on how we can serve the councils better identifying what the councils need from CALC. She then thanked the member councils for their support.

The statement of accounts was accepted.

6. Election of Officers

The following officers were elected for 2019/2020

President	Mr. B Mather
Vice Presidents	Mr. S Simpson
Hon Treasurer	Ms. J Hardy

7. Appointment of Auditors

The reappointment of Saint and Co as the Association's auditors was approved.

8. Appointment of Executive Committee

- (1) The president informed the members that at the EALC AGM on the 8th November 2018 Cllr Sue Castle-Clarke, (Ousby PC) was appointed Chair and Jane Tea, (Kirkoswald) was appointed as Vice Chair both were nominated to the CALC Executive committee.
- (2) The president went on to explain that as Jane Tea will now be attending CALC Executive as the representative for EALC she has withdrawn her nomination for the vacancy on the CALC Executive removing the need for a ballot. The nomination for Roger Burgin to fill the vacancy is therefore unopposed.

The president asked the members to approve the nominations to the Executive from the District Associations and also to support the election of Roger Burgin to the Executive.

The nominations to the Executive from the District Associations and the election of Roger Burgin to fill the vacancy on the Executive Committee were approved.

9. To consider changes to the fee structure for membership of CALC (report enclosed)

The following recommendations were approved:

- i. That from 2019/20 the NALC and CALC portions of the subscription fees should be itemised separately on the annual fee invoice.
- ii. That from 2019/20 the CALC subscription for each parish council shall be calculated in proportion to the cube root of its electorate.
- iii. That the CALC subscription for parish meetings that raise a precept shall be determined by the General Meeting.

- iv. That parish meetings which do not raise a precept, shall not be charged any CALC or NALC subscription in 2019/20.

10. To determine CALC affiliation fees for 2019/20. (report enclosed).

The following recommendations were approved:

- i. That CALC subscription income shall be increased by 3% for 2019/20.
- ii. That the CALC subscription for parish meetings that raise a precept shall be £33 in 2019/20, plus 6.99p per elector for the NALC portion of the membership fee.

11. To discuss any other matters raised by councils.

Keswick Town Council wanted to raise two matters: -

- 1) The Lake District National Park Authority (LDNPA) move to electronic planning applications the council is of the understanding that money is being donated by the LDNPA for projectors.
- 2) The LDNPA is no-longer sending letters to neighbours about planning developments which is combined with no requirement to display a notice – neighbours may not know what is happening in their area.

The Chief Officer explained that she has met with the LDNPA and in addition to providing funding for equipment they have said that they will allow a council to borrow a set of plans for a public meeting and then return them. They also said that they do intend to improve their website. With regards to writing to neighbours, they explained that they are no-longer going to write to neighbours as they have no statutory obligation to do so, they stated that it is very hard to define who is a neighbor and due to the reduction in grant funding they receive they are having to make some decreases.

Following a discussion the Chairman asked if it would help if CALC write to the LDNPA and ask them to outline all of the changes that they have made. It was agreed that this would help.

CONCLUDING REMARKS : Cllr William Patterson, Vice Chairman, Eden DC

Cllr. Patterson commented on how interesting the meeting had been and thanked Margaret Irving for her presentation and everyone for attending.

The chairman closed the meeting and thanked everyone for their attendance.

Signed _____

Date _____

Appendix 1

Margaret Irving presentation notes

Question and answer session

The Lakes PC – It is an interesting subject and we need to raise awareness we have 80,000 visitors a year and services such as retail, catering, hotels and the chamber of commerce should have an understanding of what to expect when someone has dementia.

Margaret Irving – Awareness is the key and we need to raise that awareness through dementia friendly sessions. I have come here to make you aware that parish councils can hold dementia friendly sessions, but if every parish council wanted a session we couldn't cover them all, but we do have a list of Champions for Cumbria who can deliver sessions if you want one.

Rick Petecki - it isn't only down to the town or village to hold these sessions, businesses, trades the LDNPA could all hold sessions.

Margaret – yes 30 businesses in Penrith have already signed up and Kendal has set up a Dementia Buddy Scheme.

Kendal PC - the scheme is developing with the police and local bus service involved.

Leith Hallatsch - I have concerns generally around communication with regards to the number of workers within the tourist industry whose first language isn't English.

Margaret Irving - hotels can hold dementia friendly sessions to enable all workers gain a better understanding.

Leith Hallatsch - this is something that Windermere Town Council will be taking forward.

Margaret Irving - one of my colleagues would be happy to hold a session in Windermere.

Lakes PC - 3/4 years ago there were a number of financed drop in sessions which failed because not enough people attended – how do we get over the embarrassment some people feel and encourage them to attend sessions.

Margaret Irving - there is still some stigma attached to attending but that things have improved. Hopefully the dementia friendly sessions may be able to overcome the stigma but even though they are free it can still be difficult to get people to attend.

Above Derwent PC – If there is someone in the community that gives the impression that they may have dementia but are not aware of it is there anything the community can do to encourage them to see a specialist?

Margaret Irving - the Alzheimers Society support workers can't get involved until someone has a diagnosis, but they can point them in the right direction. A key player is the GP who can refer them to a specialist clinic but getting someone to go to their GP can be difficult. One of the Alzheimers Society targets is to increase the diagnosis level for example out of 70 per cent of people with dementia only 65% will have a diagnosis. TV campaigns may encourage people to go to their doctor but some people just don't want to go and they can be very clever at hiding the condition.

Above Derwent PC – one of the features is that the individual may have no insight into anything being wrong. How common is this?

Margaret Irving – Yes it is quite common there is often a lack of insight especially as the disease progresses.

Agenda item no. 8 (i)

APPOINTMENT OF EXECUTIVE COMMITTEE - NOMINATIONS OF DISTRICT ASSOCIATIONS

Allerdale	Cllr Rick Petecki Cllr Roger Hart	Embleton and District PC Allonby PC
Barrow	Cllr Mike Cumming	Askam and Ireleth PC
Carlisle	Cllr Michael Higginbotham Cllr Bryan Craig	Wetheral PC Dalston PC
Copeland	Cllr Andrew Pratt Cllr Oliver Dorgan	Drigg and Carleton PC Cleator Moor TC
Eden	Cllr Sue Castle-Clarke Cllr Jane Tea	Ousby PC Kirkoswald PC
South Lakeland	Cllr David Peters Cllr Leith Hallatsch	Natland PC Windermere TC

ELECTION OF MEMBERS TO CALC's EXECUTIVE COMMITTEE

The following 2 candidates, listed in alphabetical order of surname, have been proposed and seconded.

There are five Executive Committee places to be filled by election, however there are only two candidates that have been nominated for the seats, their details are set out below.

Directly elected members will serve on the Executive Committee for a three year period, that is until November 2022.

Recommendation:

That the two members below are elected to the CALC Executive.

Candidate	Interests / Experience
Jonathan <u>DAVIES</u> Penrith Town Council	I have experience in business support and community building. I sit on the DCMS UK 5G LEP Advisory Panel. Have years of local government experience. Stood in 2017 General Election. Keen on community empowerment via local councils.
Leith <u>HALLATSCH</u> Windermere Town Council	I would like to become a member of the CALC Executive for 3 years because the duration of the post will make me more inclined to avail myself to continue in the role rather than if I were proceeding in a post which was for 12months only, especially when, as a South Lakeland District Association Representative, you are not always able to attend all of the meetings. Being elected for a longer period of time will help me to do the job.

Item 9: To determine the annual increase in the CALC portion of the subscription income for 2020/21

Last year the recommendation was that the 2019/2020 annual subscription should go up by 3.0%. Since then the Office for National Statistics' report indicates that RPI annual inflation to September 2018 was 2.9%. NALC has raised its subscription rate for 2020/21 to 7.2p per elector, which is a 3% increase on last year.

This year staff wages rose by 2% in line with national agreements for local government salaries. In light of continuing inflationary pressures on the running costs of the organisations, it is prudent to recommend a 3% increase in the amount raised by subscription fees for agreement at the AGM.

Recommendations:

- i. That CALC subscription income shall be increased by 3% for 2020/21.
- ii. That the CALC subscription for parish meetings that raise a precept shall be £34 in 20/21, plus 7.2p per elector for the NALC portion of the membership fee.
- iii. That parish meetings which do not raise a precept, shall not be charged any CALC or NALC subscription in 2020/21.