

CUMBRIA ASSOCIATION OF LOCAL COUNCILS

EXECUTIVE COMMITTEE

Minutes

Minutes of a meeting of CALC's Executive Committee held on **Saturday 23rd June 2018** at 10.00 am at the Community Fire Station, Penrith.

PRESENT:

Peter Bales
Ann Byers
Sue Castle-Clarke
Bryan Craig
Roger Hart
Mike Higginbotham
Leslie Johnson
Bob Mather
Rick Petecki
David Peters.
Margaret Throp

In attendance: Samantha Bagshaw, Chief Officer.

APOLOGIES FOR ABSENCE

1. Apologies for absence were received from Cllrs Mike Cumming, Leith Hallatsch, Jill Hay, Keith Hitchen and Brian Kennish

MINUTES

2. The minutes of the meeting of the Executive Committee held on 24th March 2018 were agreed as a true record of the meeting.

MATTERS ARISING

3. The Chief Officer explained that she had not contacted John Stephenson MP as agreed at the previous meeting but would do so before the next Executive meeting.

CHAIRMAN'S UPDATE FROM CUMBRIA'S LEADERS' BOARD 22ND JUNE 2018

4. The Chairman reported to the meeting that he had been elected as the Chairman of the CLB at their June meeting.
5. The Chairman has asked for CLB minutes to be circulated sooner so they can be sent to CALC Executive members for comment and suggestions for him to put to the Board.

6. There was a lengthy discussion of the proposals to look at Local Government Reorganisation in Cumbria. The Board agreed that reorganisation must be looked at and they will consider, in more detail, proposals for financial savings and how the delivery of local services may be affected by any changes. Among the various options currently being considered are:
 - A single Unitary
 - 2 unitary options – South/North
7. The Chairman felt that CALC should be involved in the process from the start. Parish and town councils will be directly affected by these changes and their views should be heard. He will explore whether a strengthened role for local councils is envisaged – where parish and town councils have the capacity and appetite to do so. There was discussion around CALC's role in the process and the importance of local councils being informed on the options and then being consulted on their views. Only then can CALC reflect the views of the members.

Agreed that:

- a. When clear proposals are available on Local Government Reorganisation, CALC will consult with its members on them to establish their position.
- b. CALC's meeting dates to be amended to fall before the Cumbria Leader's Board meetings.
- c. CALC will press to get earlier papers from the CLB so they can be circulated to CALC Executive members before the CLB meeting.

CALC AFFILIATION FEES REVIEW GROUP REPORT

8. The President of CALC, Bob Mather presented the report. He explained that the working party considered a total of 7 options for ways of improving the way affiliation fees are calculated. The 7 options were all modelled on spreadsheets which clearly showed their impact on the affiliation fees.

The 7 options are:

- a) 'Stay as we are' i.e. continue with the existing banded structure with annual increases for inflation
- b) 'Least change' ; 'Stay as we are' apart from ensuring that all member councils pay CALC at least enough to cover the per capita fee to be handed over to NALC
- c) Separate NALC and CALC elements. The CALC element of the affiliation fee would be based on a per capita cost (for illustration purposes 11.5p per elector); this would mirror the basis for the NALC element (6.86p per elector) so each council would pay a different amount based solely on the number of electors
- d) Separating the CALC element from the per-electors NALC element and making the CALC element a fee based on the number of electors in the parish. But in this option the CALC fee is proportionate to the square root of the electorate in every parish – this reduces the extremes of fees for the largest and smallest parishes – the 'smoothed' approach.

- e) Another 'smoothed' approach, this time the CALC fee is proportionate to the cube root of the electorate in every parish.
 - f) Incorporate separately identifiable CALC and NALC fees within adjusted bands for CALC fee
 - g) Incorporate a £33 lump sum across all parishes for universal CALC overheads plus 15p per elector comprising CALC fee of 8.14p per elector and NALC fee of 6.86p per elector.
9. All the options are being modelled within the existing control total of affiliation fee income for 2018/19.
10. Bob Mather outlined the concerns about the recent increases in the NALC subscription fee, about the lack of clarity over how much of the fee goes to NALC and how much to CALC and the some of the perceived unfairness of the banding system currently used by NALC. The difference between the two options recommended by the review group were explained.
11. **Option 3:** This proposed that the CALC fee is based on a sum per elector – this approach is transparent but results in a big redistribution away from smaller councils to bigger councils.
12. **Option 5:** this option results in a less steep increase in costs as it is based on the cubed root of the electorate in each parish.
13. The Chairman confirmed that it is not possible to be a member of NALC and not a member of CALC so if the larger town councils wanted to be members of NALC they had to do so through CALC. Members discussed the principles of fairness that underpin the decision to review the subscription fees – currently the smaller parishes subsidise the largest town councils and some larger town councils NALC fees are subsidised by other councils.
14. Members voted on which of the two recommended approaches they wished to take forward.

The following recommendations **were agreed:**

- a) that the CALC and NALC portions of the affiliation fees are calculated separately on the annual affiliation fee invoice to members.
- b) that Option 5 is to be taken forward.
- c) that the Chief Officer will write to members explaining why change is needed and how their subscription fee will change. The letter will ask for comments which will be reviewed in the October CALC Executive Committee meeting before a recommendation to the AGM is agreed.
- d) that Cllr Sue Castle-Clarke and all the review team are thanked their hard work.

CALC LEARNING AND DEVELOPMENT UPDATE

15. Report noted

CALC PAYMENTS AND RECEIPTS 2017/2018 AND TO 31ST MAY 2018

16. The Committee noted the statement of payments and receipts for 2017/18 and for the period ended 31st May, 2018. It was requested that the accounts up to 31st May be amended to show figures at 31st March 2018 not 2017.

BUDGET PROJECTIONS

17. Report noted

CALC STAFF SALARIES

18. **Agreed that:** in light of the recent rises in inflation, that CALC employees are awarded a 2% pay award (backdated to 1st April 2018) in line with the NJC national pay award agreement.

NALC SHAPING OUR FUTURE

19. The committee noted the comments from the working group held on 15th June. They felt that questions that had not been addressed should be left blank rather than with 'no comment' as this suggested they had been considered when they hadn't due to time pressures.

Agreed: that the Chief Officer collate the comments and send them to NALC by the 1st July deadline.

REPORTS FROM DISTRICT ASSOCIATIONS

20. The committee received the reports from the district associations. David Peters clarified that parish representatives still do attend Local Area Committee in South Lakeland.

REPORTS FROM CALC REPRESENTATIVES

21. The Chairman attended the Cumbria Strategic Flood Partnership meeting on 7th June. The meeting reported back on the progress of the flood remediation work being carried out in every catchment area in Cumbria and he suggested members look at the sections pertaining to their areas.
22. He also reported that as part of on-going monitoring of sea levels in the county, the Environment Agency is mapping what the possible impacts may be of a suggested 1.8m rise in sea levels by 2040. CALC was asked if they could liaise over contact with parishes that may be impacted by any such rise in sea level. The Chairman said that we would do so. No CALC representatives had attended Regional Catchment Management Board meetings for Eden, South Lakeland or West Cumbria.
23. National Association of Local Councils (NALC) – the meeting will be held on 10th July.
24. Lake District National Park Partnership (report covered in Item 13)

25. Cumbria Health and Well-being Alliance (replaces Cumbria Health and Well Being Board)
- no report, no meeting attended
26. Rural Crime Working Group - no report, no meeting
27. The Chairman attended a meeting regarding Tour of Britain and was asked if parish councils would be interested in running a best dressed village competition along the route of the cycle race. There was discussion about the fact that district/borough councils usually provide small grants to allow communities to decorate the villages that the race passes through. It was not seen as necessary for CALC to encourage parish councils to run an additional event.

CHIEF OFFICER UPDATES

28. The committee received the updates from the Chief Officer. There was discussion around grass cutting and 3rd party agreements (lengthsmen) in various parts of the county and some concerns raised over some aspects of the County Council's Highways Information Management System (HIMS) – though members did agree that on the whole, HIMS was improved. The Chairman asked that members let the Chief Officer have any questions they have for the Portfolio Holder for Highways and the Assistant Director of Highways as they will be attending the meeting in October.
29. The Chief Officer reported that CALC was not yet fully compliant with GDPR but that the work was in hand and aims to be completed over the summer.

HSBC MANDATE

Agreed that:

the committee authorise the amendment of the HSBC mandate regarding CALC's current account to add Sue Castle-Clarke as a signatory on the account.

DATE OF THE NEXT MEETING

Executive Committee's next meeting will take place at the Community Fire Station, Penrith, starting at 10.00am on Saturday 20th October 2018 but this may change subject to the CLB meeting dates.

ANY OTHER BUSINESS

30. Peter Bales reported that Allerdale BC are considering a report requesting the creation of a new parish council to be formed inside the current Workington Town Council parish boundary. Peter will keep the Committee informed of the outcome.
31. **Agreed:** That Cllr Keith Little and Assistant Director of Highways, Stephen Hall are invited to the CALC meeting in October note possible change? to discuss give an update on HIMS, winter preparation and help with speeding. If members have any other questions for them, please send to the Chief Officer.

Signed by the Chairman

DRAFT