

# CUMBRIA ASSOCIATION OF LOCAL COUNCILS

## EXECUTIVE COMMITTEE

### Minutes

Minutes of a meeting of CALC's Executive Committee held on **Saturday 9th March 2019** at 10.00 am at the Community Fire Station, Penrith.

#### **PRESENT:**

Ann Byers  
Sue Castle-Clarke  
Bryan Craig  
Mike Cumming  
Roger Hart  
Mike Higginbotham  
Brian Kennish  
Rick Petecki  
David Peters  
Jane Tea  
Margaret Throp  
Bob Mather (till 11am)

**10.00 – 10.20 am: Valerie Ayre, Public Health Locality Manager, Cumbria County Council and Helen Sant, Policy Manager for Health & Inequalities from Allerdale Borough Council.**

Val and Helen gave a presentation setting out the scale of the problem of obesity in Cumbria (above the national average for adults and children). They set out the aims of the county-wide commitment to the Healthy Weight Declaration and why it is important to reinforce this message in as many places as possible. They encourage parish and town councils to take this initiative on board and highlighted the resources that are available to support any initiatives including free walk leader training from Active Cumbria. Followed by questions.

**10.30am – 11.00 am Holly Murphy, Programme Officer, Cumbria County Council** gave a presentation outlining the risks of Child Sexual Exploitation current across Cumbria. Her key message was that no child is immune from the dangers of this crime and that there have been cases in Cumbria involving children from both rural and urban areas, from wealthy and poorer backgrounds so councillors in all communities across the county need to be aware of the issue. The Police and Crime Commisison is also currently running a campaign highlighting the dangers of sexting.  
See attached presentation.

Followed by questions.

## APOLOGIES FOR ABSENCE

1. Apologies for absence were received from Cllrs Leslie Johnson and Leith Hallatsch.

## MINUTES

2. The minutes of the meeting of the Executive Committee held on 19<sup>th</sup> January 2019 were considered and approved as a true record of the meeting.

## MATTERS ARISING

3. There were a number of matters arising from the minutes.  
**Stephen Hall's presentation:** it was noted that Stephen Hall is no longer the Assistant Director of Highways. **Agreed** that the Chief Officer contact Cllr Keith Little to discuss progressing matters discussed in the January Executive Committee meeting.

Item 12: **CALC EXECUTIVE FORWARD PLANNING DAY** - The Chief Officer gave a progress report.

- a) Review of training and development on-going.
- b) A questionnaire has been devised to assist in understanding which will be circulated to members for comment.
- c) Parish Liaison Officers will use the information from the questionnaire to identify parish councils which would like extra support with legal/procedural compliance.
- d) A skills audit of Executive Committee members – a number of responses have been collated and will be used to identify skills that may be helpful in offering greater support to members.
- e) The role of local councillor is promoted – a press release encouraging members of the public to stand for election on their parish/town councils has been sent to all the local papers. CALC has had some enquiries about the role as a result.
- f) Consideration of the role of the Executive Committee is ongoing.
- g) A copy of CALC's Constitution was sent to all Executive Committee Members.
- h) District association meetings are still to be reviewed with district Chair and Vice Chair to ensure that they are meeting the needs of members.
- i) Resource implications in addressing the above issues. **Agreed** that CALC will hold a summer conference in Penrith on 22<sup>nd</sup> June and it will contribute a £1000 to costs (further costs to be met via corporate sponsorship) to enable the event to be put on free of charge to our members.

Item 13: **PENRITH TOWN COUNCIL request to lobby EDC regarding adopting the Community Infrastructure Levy.**

4. The Committee **agreed** that
  - a) the note circulated regarding the request to lobby EDC was insufficiently clear to give a mandate to the Executive Committee to contact EDC regarding this matter.
  - b) that this is a local matter and that the matter would be more properly dealt with by the Eden Association of local councils.

Item 18: Northumberland County Association invite to join members for a working lunch.

Agreed: that the Chief Officer would contact members to agree who would be interested in attending.

Item 19: Local Area Committee update. The Chief Officer reported back on the response from the Chief Executive of Cumbria County Council.

Agreed: that the Chief Officer would write to all the Local Area Managers to ask them to arrange for a meeting with between their Chairman of the LAC and the Chairman of the District Association to agree the appointment of parish co-optees.

## **5. CALC AGM**

**Agreed that** the both the Leader of Cumbria County Council and Jo Lappin, Chief Executive of the LEP be invited to make presentations at the AGM. Alternatively, Friends of the Lake District to be contacted regarding the proposals around the extension of the Lake District National Park.

## **6. STAFFING COMMITTEE**

**Agreed:**

- a) That a staffing committee be established comprising of the Chief Officer, the Chairman, Vice Chairman plus 2 other members if required (Bryan Craig and Jane Tea).
- b) That it would be convened when needed. It will have no delegated powers but will make recommendations to the Exec. Terms of Reference to be written up and agreed at next meeting.

## **7. CALC PAYMENTS AND RECEIPTS TO January 2019**

The Committee noted the statement of payments and receipts for the period ended 31st January, 2019.

**Agreed** that the Chief Officer brings a budget forecast to the June meeting of the Executive Committee.

## **8. CALC STAFF SALARY**

**Agreed:**

that CALC employees are awarded a 2% pay award FROM 1st April 2019 in line with the national agreement.

## **9. LOCAL GOVERNMENT ETHICAL STANDARDS REVIEW**

Some concerns were expressed about the requirement for a definition of bullying and harassment. The Chief Officer explained that the Monitoring Officers in Cumbria are waiting for the LGA to produce its revised Code of Conduct before suggesting any potential changes to the Cumbrian code.

It was agreed that the Committee:-

- (1) notes the report; and
- (2) notes that the Chief Officer will consider the list of best practice recommendations, and discuss with the Cumbrian Monitoring Officers, on behalf of CALC, any potential revisions to the existing code of conduct and/or guidance to take account of these recommendations for further report back to the Executive Committee.

#### **10. REPORTS FROM DISTRICT ASSOCIATIONS**

The Committee noted the reports from the District Associations.

#### **11. CHIEF OFFICER UPDATES**

The Committee noted the update from the Chief Officer and thanked her for the thorough report.

#### **12. REPORTS FROM CALC REPRESENTATIVES**

The Committee noted the reports.

#### **13. Any Other Business**

Jo Lappin to be invited to speak to the Executive Committee in June.

#### **14. Focus on Improvement Discussion**

The Chairman reiterated that he wants the organisation to focus on supporting members to be legally compliant, eg all councils having the minimum content on their website to comply with regulations. The best way to address training needs of members was also discussed including the possibility of running roadshows in local areas and how to fund additional activity.

It was agreed that:

- the questionnaire (being drafted) would assist with getting information regarding areas where members might need more support.
- the questionnaire should be sent out after the election.
- the Chief Officer bring back a budget for the project to the June meeting with costing for additional support for this project.

Signed by the Chairman

---