

**ALCC Meeting
8th May 2018**

Attendance: Lis Moore, Lionel Thatcher, Michael King, Sarah Jeffries, Paula Heath, Sam Roberts.

Apologies: Sam Shippen, Linda Hedley & Ian Smith.

Absent: Lesley Sung, Michael Lennon, Tracey Broughton, Gwilym Rippon

In the Chair: Lionel Thatcher:

Appointment of a minute taker for the meeting: Sarah Jeffries agreed she would action the minutes.

Notes from previous meeting: approved.

Election of chairman and vice chairman for 2018-19 Michael King chaired for this item: Nominations put forward for Chairman Sam Shippen and Lionel Thatcher. The Committee voted Lionel Thatcher as Chairman. It was a unanimous decision. Lionel Thatcher thanked the Committee for its support.

Nominations put forward for Vice Chairman Sam Shippen. The Committee voted Sam Shippen as Vice Chairman. It was a unanimous decision.

Approval of the audited accounts: The accounts were approved by the Committee and it was agreed that Lis Moore sign them as General Secretary. Proposer Michael King Seconded Sam Roberts. All approved.

Appointment of Treasurer: Nomination put forward for Treasurer Rebecca Santiago. All approved, it was a unanimous decision.

Update on discussions with NALC - There have been two meetings since the last teleconference. Lis Moore reported that they are making slow progress on discussions re profiles and the National Agreement. Paula Health reported that she has drafted profiles that NALC are presently looking at it. They have discussed linking pay to Professional Development. There is still an issue with sick pay and pensions. Internally NALC are still under pressure to have the bare minimal contract in place but their Committee do seem to be divided on this. NALC are still willing to work together with the ALCC so this is seen as progress.

Recruitment & Retention - what assistance do we need from SLCC to reach membership target - As Tina Patterson has recently resigned from the ALCC Committee due to ill health, Lis Moore took this item.

The Committee wanted to record its thanks to Tina for her work on the ALCC Committee.

Lionel Thatcher asked if ALCC could be advertised in the Clerks & Councils Direct Magazine. Lis Moore reported that CEO Rob Smith has asked the Committee what resource the Committee feel it needs to increase the membership. Lis Moore was asked if she could go back to the SLCC Executive Team to ask if an Administrator could be employed to follow up with phone calls to those who have lapsed their membership.

It was agreed that Lis Moore would circulate an email to request a Committee member to come forward to take on Recruitment & Retention. Lis Moore will report back to the Committee the persons interested.

Events - Sarah Jeffries reported the Committee members, those attending the Regionals and manning the ALCC Stand to date. Sarah Jeffries highlighted two Regionals not covered at present. Michael King agreed to man the ALCC Stand at the 19th September 2018 Darlington Regional. Lionel

Thatcher agreed to cover the 1st August at Nottingham. Sarah Jeffries thanked them for coming forward. Lis Moore pointed out that the National Conference was not listed on the events Spreadsheet. Sarah Jeffries apologised and agreed to email around all Committee Members to obtain cover for the ALCC Stand at National Conference.

Communications - Lionel Thatcher asked if members could speak at branches about ALCC membership whether Committee members could follow up non-members with a phone call. Lionel's article in the Clerk magazine was mentioned Lionel said that keeping the ALCC name in all publications is key to keeping the ALCC profile in the forefront. This was agreed.

Any Other Business: Committee resolved to send its best wishes to Ian Smith. Lionel Thatcher agreed to make contact with Ian to deliver this on the behalf of the Committee.

Lis Moore asked if it could be minuted as a reminder to Committee members not present at today's meeting, who had not sent in their apologies, if members not present today do not send apologies or attend the next meeting, the Committee will have to resolve if they can continue as members as per the constitution.

Lionel Thatcher thanked everyone for their attendance and the work they have actioned to date.

The meeting finished at 10.42am.