

Devon Association of Local Councils Ltd

# ANNUAL GENERAL MEETING

Welcome. The meeting will begin at 10:00am.

## Reminders:

- Agenda packs were sent to councils before the meeting and can be downloaded from our website.
- Spare copies of Annual Report 2022/23 can be found on the DALC Stand.
- Confirm your name and council when speaking.
- Only appointed voting representatives may participate in any vote – please use the blue voting card.

ITEM 1. Welcome address

# Elizabeth Brookes-Hocking

Chair, DALC Board of Directors

# ITEM 2. APOLOGIES RECEIVED

Apologies have been received from:

- Coffinswell Parish Council
- Oakford Parish Council
- Sidmouth Town Council

# ITEM 3. MINUTES OF THE PREVIOUS MEETING

## Motion

To approve the minutes of the meeting held on 5 October 2022 as an accurate record.

*See Agenda Pack for paper.*

ITEM 4.1

# Annual Report 2022/23

# THE DALC BOARD



Liz Brookes-Hocking  
Crediton, MD



Mike Joyce  
Newton Abbot, TE



Ian Cowling  
Bishops Nympton, ND



Liz Hitchins  
Brixton, SH



Glyn Richards  
South Brent, SH



Brian Bailey  
Exmouth, ED



Phillip Dredge  
Ivybridge, SH



Ruth Pearson-Bunt  
Plasterdown Group, WD

# It was a busy year for councils ...





... and a busy year for DALC, too



# ANNUAL REPORT 2022/23



356 members (98% of councils)



2,035 enquiries from 311 councils



717 training bookings from 149 councils. 91 events held.



58 e-bulletins published to all members



# REPRESENTATION

## Topics included:

- Highways and speeding
  - Devon Housing crisis
  - Cost of living crisis
  - Climate emergency
  - Community Support (in emergencies)
  - Economy
  - Devolution
  - Funding
- ... to name a few

# WHAT ARE LOCAL COUNCILS DOING?



Uplyme have completed the first phase of regenerating their green space



Dartmoor Forest are protecting animals from car collisions with reflective neckbands



Crediton are investing in young people and youth services, working in partnership with others

# WHAT ARE LOCAL COUNCILS DOING?



South Brent held a successful fair encouraging visitors to respond positively to climate change



Chudleigh provided a warm, safe space this winter, helping those struggling with the cost of living



Cruwys Morchard installed new community defibrillators and sourced free training for residents

ITEM 4.2

# Annual Accounts 2022/23

# THE 2022/23 YEAR

- Income was higher by £6,793 but our total expenses (costs) rose by £12,772
- However, our deficit was only £2,385, although we had budgeted for £11,000
- We did not need to draw on our reserve investments
- The value of our investment in the CCLA Property fund fell by £6,142

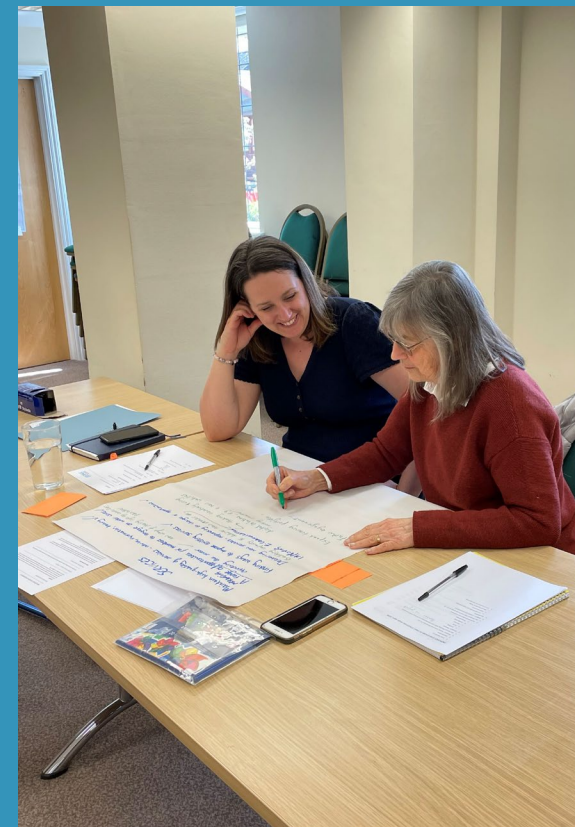
ANY QUESTIONS?

ITEM 5.1

Looking ahead



# THE BOARD/STAFF AWAY DAY





Remember how busy the previous year was?



... complex queries can be hard to resolve

# CORE PURPOSE AND PRIORITIES

- **Advice, information, training**

Must be properly resourced

- **Partnership working**

Needs to work better

- **Member engagement**

More and better opportunities for councils, councillors and officers to network

# MEMBER SURVEY RESULTS

- **Priority services from DALC:**
  - advice, information, training and representation
- **Priorities for councils:**
  - planning, highways, footpath, community grant giving
- **Priorities in representing councils:**
  - remote meetings, code of conduct sanctions, parish representation in the planning system, highway matters and tackling the housing crisis.

# WHAT WILL DALC DO?

## Gather information and opinions from members:

- Events i.e. AGMs and Conferences, forums and thematic meetings
- Polls and surveys
- Partnership working with other authorities and agencies
- Represent the views of towns and parishes at all levels

ITEM 5.2

# Looking ahead Budget 2024/25

# OUR CHANGING ENVIRONMENT

- Cost pressures are considerable with inflation around 10%
- We are receiving more complex enquiries
- Our staff have been exposed to stressful situations
- We need to ensure our staff workload is reasonable and they are protected from the effects of overloading
- We have therefore enhanced our members services capacity



# BUDGET 23/24:IN-YEAR ADJUSTMENTS

- Staff costs

- Temporary Administrative Assistant (6 months)
- Recruitment of permanent new officer (from Jan 2024)

# BUDGET 24/25

- **Estimated expenditure £181,000**
  - approx. 10% increase from original 23/24 budget
  - includes additional member services resource
- **Aim to break even by:**
  - sustaining training income at higher level
  - increasing commercial and grant income through partnerships
  - increasing subscription fees

# SUBSCRIPTION RATES 24/25

To provide for changes to our service and expected turnover for 2024/25, will need to alter our subscription rate as follows:

DALC Subscription Formula	Current - 2023/24	New - 2024/25
Parish Meetings	£25	£25
Minimum Subscription	£75	£100
Basic Sub (under 1000 electors)	30p per elector	35p per elector
Mid Sub (between 1000 – 3000)	22p per elector	24p per elector
Large Sub (over 3000)	9.5p per elector	9.5p per elector

# IMPACT OF CHANGES

The following is an illustrative example of increases:

Council Size	2023/24	2024/25*
250 electors	£75	£100
500 electors	£152	£177
1000 electors	£302	£352
2500 electors	£614	£693
5300 electors	£961	£1051
10000 electors	£1406	£1496

\*This is an illustration only and final fees will be subject to NALC subs increases, electorate, and VAT.

# BUDGET REMINDERS

- Subscriptions are based on number of electors per parish.
- Larger and smaller councils use DALC services equally.
- A significant proportion of income will go to NALC (25%)
- The modest increase will help sustain existing services
  - and hopefully grow in future
- Compared to other CALC's, DALC fees are still in the lower spectrum



QUESTIONS AND COMMENTS?

# ITEM 6.2: BOARD OF DIRECTORS

## Motion

To agree the appointment of the following individuals as non-executive directors, with effect from the conclusion of the AGM:

6.1.1 Liz Brookes-Hocking, Crediton Town Council

6.1.2 Ian Cowling, Bishops Nympton Parish Council

6.1.3 John Heath, Beer Parish Council

6.1.4 Joanne Rice, Kingskerswell Parish Council

# ITEM 6.2: APPOINTMENT OF INDEPENDENT EXAMINER 2023/24

## Motion

To agree the appointment of Merlin Accountancy Services Ltd as independent examiner for year 2023/24.



# ITEM 7.1: SPECIAL MOTION

## Motion

To agree that with effect from the conclusion of the meeting, the draft articles of association attached to this agenda be adopted as the articles of association of the Company in substitution for, and to the exclusion of, the existing articles of association of the Company.

# ITEM 8.1: NEXT MEETING

## Motion

To agree the next AGM being held on Wednesday 2 October 2024, subject to availability.

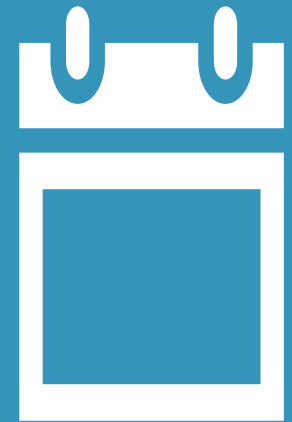
There's no time  
like the present...

Welcome to our AGM member engagement session

# Please move your chair closer to a flipchart

Get ready for a few questions

Please use the sticky notes for brief answers





QUESTION 1 OF 5

What are the top  
3 issues facing  
your council?



QUESTION 2 OF 5

What is the most challenging and what is most satisfying about your role?



QUESTION 3 OF 5

**Do you have good relationships with other authorities?**

i.e. Devon County, districts, national parks etc

**What could be improved?**



QUESTION 4 OF 5

How could DALC  
help you achieve  
your goals?

... through new or existing  
services?





QUESTION 5 OF 5

What topics would you like to explore further through DALC networking opportunities?

# THANK YOU FOR PARTICIPATING!

Please take a look at the others' responses on the boards now or during the day.

If you see a comment or idea that you agree with, please stick a coloured dot on it



Coffee Break

Devon Association of Local Councils Ltd

# WELCOME

The conference will begin at 11:30am.

## Reminders:

- Refreshments are being served in the Exhibitors Area (Best Mate Room)
- Make sure you have booked your afternoon workshops (first come first served!)
- Prize draw entries to be submitted at the DALC stall