

ANNUAL GENERAL MEETING

Date: Wednesday 27 September 2023
Time: 10:00am
Location: Exeter Racecourse



MINUTES

Present:

Elizabeth Brookes-Hocking	Chairman
Mike Joyce	Vice Chairman
Ian Cowling	Treasurer
Brian Bailey	Director
Phillip Dredge	Director
Elizabeth Hitchins	Director
Ruth Pearson-Bunt	Director
Glyn Richards	Director

East Devon	Branscombe, Broadclyst, Budleigh Salterton, Exmouth, Honiton, Newton Poppleford & Harford, Ottery St Mary, Seaton, Uplyme, West Hill, Woodbury
Mid Devon	Bampton, Coldridge, Crediton, Halberton, Lapford, Newton St Cyres, Sandford, Thorverton
North Devon	Barnstaple, Bishops Nympton, North Molton, Horwood, Lovacott & Newton Tracey, Witheridge
South Hams	Brixton, Ermington, Dartington, Dittisham, Ivybridge, Kingswear, Marldon, Newton & Noss, South Brent, Wembury, West Alvington
Teignbridge	Bickington, Bishopsteignton, Bovey Tracey, Dawlish, Dunsford, Hennock, Ideford, Ilsington, Kingskerswell, Kingsteignton, Moretonhampstead, Newton Abbot, Shillingford St George, Stokeinteignhead, Tedburn St Mary, Whitestone.
Torbay	Brixham
Torrige	Buckland Brewer, Northam, Parkham
West Devon	Belstone, Chagford, Exbourne & Jacobstowe, Inwardleigh, Okehampton, Plasterdown, Sticklepath, Tavistock

In attendance:	Cara Stobart	County Officer
	Rebecca Walker	Member Services Officer

- 1. Welcome address by the Chairman of the Board, Elizabeth Brookes-Hocking.**
Delegates and guests were welcomed to the AGM, and thanks expressed to Cloudy IT for their support in live streaming and recording the proceedings.
- 2. Apologies**
Apologies were received from the following councils: Coffinswell, Oakford, and Sidmouth.
- 3. Minutes of the previous meeting**
 - 3.1** The [minutes](#) of the meeting held on 5 October 2022 were agreed as an accurate record.

4. Presentation of the Annual Report and Accounts 2022/23

4.1 A summary of DALC’s achievements during 2022/23 was provided. The chairman reflected how busy the year was for councils and the subsequent impact that it’s having on the DALC team. Advice and training requests remain high, and DALC is representing parish and town councils in more partnerships/forums.

Thanks were expressed to outgoing directors, Colin Trudgeon and Elizabeth Hitchins, for their work supporting DALC.

4.2 The Treasurer, Ian Cowling, presented the [annual statement of accounts and balance sheet](#), for year ending 31 March 2023. It was highlighted that both income and expenditure were higher than expected, but there was no need to draw on reserves. Investment values also fell.

5. Looking ahead

5.1 The Chairman provided an update on DALC’s business planning and key objectives for the year ahead. The Board and DALC’s member councils recognise DALC’s core purpose and priorities to be our advice, information, and training services, and the need for these to be resourced properly. The DALC team is under great pressure, especially when handling increasingly complex council queries. Partnership working and member engagement were also core purposes, and the need to understand council perspectives on local matters is important for effective representation. DALC wants to engage with more of its members, more often, moving away from the previous County Committee model to a more inclusive approach for all member councils, and using a range of tools such as polls, surveys, and open meetings.

5.2 The Treasurer outlined proposals for subscription fees for 2024/25, reflecting on the changing environment (inflationary increases and staff workload pressures) and the need to generate more income from subscriptions.

Proposed subscription fee for 2024/25 were:

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

**fees are subject to NALC increases and VAT.*

Reassurances were given that DALC was not looking to increase training fees in 2024/25.

Feedback from participants was that the increases were too modest. Councils rely heavily on DALC for support, and DALC needed to be properly resourced. There was widespread support for DALC to reconsider the proposals to generate further subscription income.

There were a couple of concerns expressed about the loss of the County Committee, but recognition that it was an ineffective use of resources. There were requests for more face-to-face engagement opportunities, like this AGM and Conference.

6. Motions

6.1 Board of Directors

The following individuals were appointed as non-executive directors, with effect from the conclusion of the meeting:

- 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

6.2 Appointment of Internal Examiner

Merlin Accountancy Services were appointed for the year 2023/24

7. Special Motions

- 7.1** It was agreed that with effect from the conclusion of the meeting, the draft articles of association attached to the 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.

8. Next meeting

- 8.1** It was agreed that the next AGM be held on 2 October 2024 (*subject to availability*).

Cara Stobart, County Officer
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