

YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

JOINT EXECUTIVE BOARD

Minutes of a meeting of the Joint Executive Board (JEB) of YLCA held at Darrington Golf Club, Darrington, Pontefract, on Saturday 21 October 2023 at 10.30am.

PRESENT

Cllr D Rowley (Chair and South Yorkshire Branch), Cllr J Markham (Craven Branch), Cllr M Holt (Harrogate Branch), Cllr V Arnold (Ryedale Branch), Cllr S Charlston (Deputy Selby Branch), Cllr P Allison (South Pennine Branch), Cllr F Jackson, Cllr J Staniforth, and Cllr D Wright (South Yorkshire Branch) and Cllr S Harrison (York Branch).

IN ATTENDANCE

Sheena Spence (Chief Officer).

55/23 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr D Liddell (President), Cllr S Bradnam (Vice-Chair and Hambleton Branch), Cllr T Saunders (Vice-Chair and South Pennine Branch), Cllr C Mollard (Hambleton Branch), Cllr S Reid (Harrogate Branch), Cllr Dr M Czwarno and Cllr N Fawcett (Leeds Branch), Cllr H Phillips (Scarborough Branch), Cllr G Ivey (Selby Branch), Cllr M Boota and Cllr R Greenwood (South Pennine Branch) and Cllr B Shaw (South Yorkshire Branch).

56/23 DECLARATIONS OF INTEREST

There were no declarations made in the business to be transacted at this meeting.

57/23 PRESIDENT'S REPORT

The President had given apologies for not being able to attend, and there was no report.

58/23 CHAIR'S REPORT

Cllr D Rowley reported on the various representations he had made for the Associations since his appointment in July 2023, including attendance at Yorkshire Day on 1 August which he reported as being a good opportunity for networking and promoting the Associations. He had attended the Talking Tables Training day provided by the Associations on 27 July and found that a very worthwhile event, also various YLCA committee meetings of which he is an ex-officio member and also met with the Chief Officer to discuss YLCA and how its officers administer it on a daily basis.

59/23 CONFIRMATION OF MINUTES AND MATTERS ARISING FROM THE MINUTES

To approve minutes of the meeting held on 22 July 2023

RESOLVED

To approve the minutes of the meeting held on 22 July 2023 as a true record.

An update on the parishing of the unparished areas of Scarborough and Harrogate

The Chief Officer and Peter Allison reported. Representatives were informed that North Yorkshire Council had resolved that further consultation was required with local people but also that there was an element of political resistance to the parishing of these two, only unparished areas of North Yorkshire.

Resolutions agreed at the Joint Annual Meeting 2023

The Chief Officer reported that the motions agreed at the Joint Annual Meeting in July 2023 would be presented to the next NALC Policy Committee to be held in January 2024.

60/23 WORK OF THE ASSOCIATIONS, JOINT ANNUAL MEETING, THE BOARD AND COMMITTEES

Recent and upcoming work

A paper had been circulated which reported on training topics and uptake by member councils, ongoing work and casework enquiries. There was a discussion about communication between parishes and North Yorkshire Council and also the performance of this authority in areas of its work.

61/23 FINANCIAL REPORT

To receive a financial report to 4 October 2023

Cllr D Wright presented the accounts to 4 October.

RESOLVED

That the financial report be noted.

To agree a budget for financial year 1.4.24 to 31.2.25

Cllr Wright presented a draft budget as produced and recommended to the Board by the Finance and Scrutiny Committee. The Chief Officer reported very recent discussions with North Yorkshire Council regarding its annual financial contribution to the Associations upon the demise of the boroughs and districts in the area, and that there seemed to be opportunity to negotiate a similar sum as was awarded by the former authorities. Cllr Wright presented a membership subscription fee increase of 5% (for the YLCA element) as part of the budget. He noted that the National Association of Local Councils was proposing a 3% increase to its pence per elector fee.

RESOLVED

That the budget 2024/2025, as presented for recommendation by the Finance and Scrutiny Committee, is adopted.

62/23 STRATEGIC WORKING GROUP (SWG)

To endorse the minutes of the latest meetings

The minutes of meetings held on 11 August and 5 October 2023 were endorsed.

To agree revised Standing Orders for Associations' Meetings

RESOLVED

That with the addition of the already adopted provision for member councils/parish meetings to submit their own resolutions, the revised Standing Orders are adopted.

To invite the Mayors of the three Combined Authorities to stand as Associations' Vice Presidents

The Chief Officer updated the meeting as to the current situation with Vice-Presidents in that the nomination arising at the Joint Annual Meeting could not be implemented due to lack of constitutional and policy adherence. The agenda item was discussed in a good deal of detail, and the approved policy on the appointment and role of a vice-president of the Associations was considered. The difference between a figure head vice-president and a working appointment was discussed and it was felt that there was merit in reconsideration of the adopted policy to perhaps accommodate both types of vice-president.

RESOLVED

That the matter is referred to the Strategic Working Group to consider and to make a recommendation to the Board for its meeting in either January or April 2024.

63/23 FINANCE AND SCRUTINY COMMITTEE (FSC)

To endorse the minutes of the latest meeting

The minutes of a meeting held on 5 October 2023 were endorsed. It was noted that there were no other matters, other than those at minute 61/23 that has been referred to the Board by this Committee.

Cllr Wright mentioned that the annual rent review at York House had been considered by the Finance and Scrutiny Committee and the Chief Officer explained that the Committee had opted for a 0% increase to the rent but with a reduced number of room hire uses linked to it.

64/23 PERSONNEL COMMITTEE

To endorse the minutes of the latest meeting

The minutes of a meeting held on 13 October 2023 were endorsed.

To approve a salary upgrade of the post of Administration Officer following formal salary evaluation

The meeting considered a spinal column point upgrade as recommended by the Personnel Committee.

RESOLVED

That a single salary point upgrade be applied to the post of YLCA Administration Officer.

To adopt a new Special Leave Policy for application in unplanned circumstances

RESOLVED

That such a policy is a necessary addition to the suite adopted by YLCA and that the policy recommended by the Personnel Committee be adopted.

65/23 PRINCIPAL AUTHORITY LIAISON

The Chief Officer updated the Board on positive partnerships forged with principal authority officers.

66/23 BRANCH MEETINGS

The Chief Officer reported on the ongoing round of Branch meetings taking place in October. Poor attendances had been seen at some meetings, but other meetings had been well attended. She reported some good discussion at all meetings but expressed concern again about the amount of resource that YLCA was expending on the meetings in comparison to levels of attendance and the benefit of a wide range of subscribing members. A full attendance report with details of speakers etc would be provided for discussion at the January meeting.

67/23 NATIONAL ASSOCIATION OF LOCAL COUNCILS

Cllrs Wright and Allison reported on recent work of NALC. Cllr Allison reported first on the work of the Policy Committee and the large number of planning consultations that it had had to respond to of late; he commented that he felt that the matter of national planning policy would be an issue that would be around for the next few years at least. He reported that NALC was working with SLCC on a presentation about the new Martyn's Law and also pressure being put on the government for funds from the Community Wealth Fund to come to local communities via parish sector authorities.

Cllr Wright specifically reported on the work of the NALC Finance Committee. He reported that he would be voting against the 3% rise in NALC affiliation fee as he felt that NALC could derive some of its funds for the next few years from the money that it has received from the sale of 109 Great Russell Street. There was no objection to this proposal from the Board. He reported that NALC is to undertake a staffing review as the staffing budget is very high.

Cllr Markham reported that she could see from the NALC website and from liaison with its officers, that it was doing some useful work for the parish sector, particularly around climate change.

RESOLVED

That the NALC reports be noted, and the representatives thanked for their work.

68/23 TRAINING, CONFERENCE UPDATE AND YLCA INITIATIVES

Update on ongoing training

The Chief Officer reported that planning for the January to March 2023 training programme was well underway. She also reported that getting any feedback from delegates is difficult, no matter what method has been used to do that. The lack of feedback and particularly information on what type of training that councillors and clerks require, makes it rather difficult for officers when planning the training programme.

Talking Tables – 10 November

The Chief Officer reported that 40 delegates were booked onto the training day, but that the event would be going ahead with that number, although it was expected that there would be further bookings before the closing date of 1 November.

Yorkshire and Humber Regional Training Partnership (YH RTP)

The Chief Officer reported that the RTP had welcomed an intake of eighteen new candidates in September.

69/23 EXTERNAL REPRESENTATION

Yorkshire Region of the National Allotment Society (NAS)

Cllr Fawcett was attending a meeting of the NAS on the day of the Board meeting and had therefore tendered his apologies.

70/23 BRANCH REPRESENTATIVE – CRAVEN BRANCH

The Chair reported that Ms Jane Markham who had represented the Craven Branch for a number of years, would be retiring from her clerkship on 31 December 2023 and would no longer be representing the Craven Branch. He gave sincere thanks to Jane for her valuable contribution to the YLCA in that time. Good wishes were extended to Jane from all present.

71/23 MEETING DATES 2024

RESOLVED

That meetings are held on Saturdays 20 January (remote), 20 April, 20 July (plus Joint AGM) and 19 October 2025 and that the face to face meetings are held at Darrington Golf Club.

There being no other business, the Chair thanked those present for their attendance and declared the meeting closed at 12.45pm.

Chair

Date