

NALC ANNUAL GENERAL MEETING 2022 | AGENDA

Date: 25 October 2022

Time: 11.00 - 13.00

Location: Zoom

We will open the meeting from 10.30 for people to join and have informal chat.

1. Election of chair of AGM

- 1.1. It is proposed that NALC chair Cllr Keith Stevens chairs the meeting subject to agreement by the AGM.

2. Minutes of the 2021 Annual General Meeting – 26 October 2021

- 2.1. To approve the minutes of the meeting of the NALC Annual General Meeting held on 26 October 2021 and to note any matters arising not covered elsewhere on the agenda. (If you have any comments on the accuracy of the minutes, please get in touch in advance of the meeting.) Appendix 2.1.

3. Review of the year, Annual Report and Annual accounts

- 3.1. To receive a presentation from the chief executive and NALC chair
- 3.2. To receive and approve the Annual Report and audited annual accounts for 2021/2022. Appendix 3.2.

4. Affiliation fee

- 4.1. To consider a recommendation from the National Assembly on 4 October 2022 for affiliation fees for 2022/23.
 - 'To agree and recommend an increase in NALC's affiliation fee for 2022/23 to 7.71p per elector capped at £1,978 for the largest councils.'
- 4.2. To receive the draft three-year budget to 2025.

Appendix
4.2.

5. Motions to AGM

5.1. To consider the following motion from the
Northamptonshire Association of Local Councils:

- 1) That NALC recognises that the workforce challenge is one of the biggest challenges of our time and that there is an issue with recruitment, retention, and capacity in local councils, and
- 2) That NALC engages a consultant to benchmark clerks' terms and conditions.
- 3) The board of Northants CALC sees the issue of clerks' terms and conditions as potentially the single biggest issue facing the parish and town council sector. The issue affects smaller councils to a greater extent than larger councils, but it is not just the rate of pay that is important, it is also the contracted hours. The board thinks that a benchmarking exercise would be useful, to review the role of the clerk, how many hours the job takes, and what an appropriate rate of pay is.

6. Constitutional motions

6.1. Electoral arrangements (new section) Include the following new clauses under this section:

- a) Elections for the chair, vice-chairs, committees, and sub-committees shall be conducted using an online platform provided by Electoral Reform Services or a similar organisation.
- b) Elections for single posts shall be conducted using the alternative vote system.
- c) Elections where there are multiple seats to fill shall be conducted using the single transferrable vote system.

6.2. To consider the attached constitutional motions recommended by National Assembly task and finish group on governance.

7. Appointments

- 7.1. Election of president – the current presidents to continue in post till 2023.
- 7.2. Election of vice-presidents – the current vice-presidents to in continue post till 2023.
- 7.3. Appointment of Auditor – As proposed by the Finance and Scrutiny Committee following an external tender process, to agree the appointment of Milton Avis as our external auditors for 2022/3-2024/5.

8. Date and time of next meeting

- 8.1. The next meeting of AGM will be held on 24 October 2023 via Zoom.

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ANNUAL GENERAL MEETING 2021 | DRAFT MINUTES

Date: 26 October 2021

Location: Zoom

Present:

Chair: Cllr Sue Baxter: Worcestershire Association of Local Councils.

Vice-chair (finance): Cllr Keith Stevens, East Sussex Association of Local Councils.

Vice-chair (member services): Cllr Mike Drew, Avon Association of Local Councils.

| First Name | Surname | County association |
|----------------|-----------|---|
| Cllr Mike | Drew | Avon Association of Local Councils |
| Kathy | Thomas | Avon Association of Local Councils |
| Deborah | White | Avon Association of Local Councils |
| Cllr Ann | Lovesey | Bedfordshire Association of Parish and Town Councils |
| Cllr Elizabeth | Luder | Bedfordshire Association of Parish and Town Councils |
| Robin | Thomas | Bedfordshire Association of Parish and Town Councils |
| Carole | Burslem | Buckinghamshire & Milton Keynes Association of Local Councils |
| Cllr Paul | Harvey | Buckinghamshire & Milton Keynes Association of Local Councils |
| Paul | Nicolls | Buckinghamshire & Milton Keynes Association of Local Councils |
| Penny | Bryant | Cambridgeshire Association of Local Councils |
| Henry | Clark | Cambridgeshire Association of Local Councils |
| Cllr Mike | Tew | Cambridgeshire Association of Local Councils |
| Cllr Lillian | Burns | Cheshire Association of Local Councils |
| Cllr Brian | Kerr OBE | Cheshire Association of Local Councils |
| Lesley | Smetham | Cheshire Association of Local Councils |
| Cllr Graham | Ford | Cornwall Association of Local Councils |
| Sarah | Mason | Cornwall Association of Local Councils |
| Helen | Price | Cornwall Association of Local Councils |
| David | Bell | County Durham Association of Local Councils |
| Cllr Allan | Blakemore | County Durham Association of Local Councils |
| Stephen | Ragg | County Durham Association of Local Councils |

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|---------------|-----------|---|
| Cllr Jonathan | Davies | Cumbria Association of Local Councils |
| Cecilia | Harper | Derbyshire Association of Local Councils |
| Cllr Ken | Browse | Devon Association of Local Councils |
| Cllr David | Chalmers | Devon Association of Local Councils |
| Cara | Stobart | Devon Association of Local Councils |
| Debbie | Hollings | Dorset Association of Parish and Town Councils |
| Cllr Janet | Wallace | Dorset Association of Parish and Town Councils |
| Cllr Peter | Astell | East Riding and Northern Lincolnshire Association of Local Councils |
| Cllr Brian | Brooks | East Riding and Northern Lincolnshire Association of Local Councils |
| Keith | Portess | East Riding and Northern Lincolnshire Association of Local Councils |
| Cllr Keith | Stevens | East Sussex Association of Local Councils |
| Cllr Peter | Davey | Essex Association of Local Councils |
| Cllr John | Gili-Ross | Essex Association of Local Councils |
| Charlene | Slade | Essex Association of Local Councils |
| Cllr Peter | Richmond | Gloucestershire Association of Parish and Town Councils |
| Alison | Robinson | Gloucestershire Association of Parish and Town Councils |
| Cllr Loraine | Rappe | Hampshire Association of Local Councils |
| Cllr Will | Jackson | Herefordshire Association of Local Councils |
| Magdalene | Benson | Hertfordshire Association of Town And Parish Councils |
| Carina | Helm | Hertfordshire Association of Town and Parish Councils |
| Cllr Bill | Pryce | Hertfordshire Association of Town and Parish Councils |
| Cllr Bob | Blezzard | Isle Of Wight Association of Local Councils |
| Dave | Hardy | Isle Of Wight Association of Local Councils |
| Cllr Sarah | Barker | Kent Association of Local Councils |
| Roger | House | Kent Association of Local Councils |
| Cllr Richard | Parry | Kent Association of Local Councils |
| Darren | Cranshaw | Lancashire Association of Local Councils |
| Phil | Orme | Lancashire Association of Local Councils |
| Cllr Colin | Peacock | Lancashire Association of Local Councils |

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|----------------|-------------|--|
| Ja'Neen | Day | Leicestershire & Rutland Association of Local Councils |
| Cllr Anthony | Hirons | Leicestershire & Rutland Association of Local Councils |
| Cllr Ron | Simpson | Leicestershire & Rutland Association of Local Councils |
| Cllr Tony | Howard | Lincolnshire Association of Local Councils |
| Jeremy | Burton | Norfolk Association of Local Councils |
| Cllr Susanne | Lintern | Norfolk Association of Local Councils |
| Adrienne | Quinlan | Norfolk Association of Local Councils |
| Cllr Stuart | Bradnam | North Yorkshire Association of Local Councils |
| Cllr Christine | Mollard | North Yorkshire Association of Local Councils |
| Lynn | Lavender | Northamptonshire Association of Local Councils |
| Danny | Moody | Northamptonshire Association of Local Councils |
| Cllr Mike | Scott | Northamptonshire Association of Local Councils |
| Cllr David | Francis | Northumberland Association of Local Councils |
| Stephen | Rickitt | Northumberland Association of Local Councils |
| Cllr Mick | Baker | Nottinghamshire Association of Local Councils |
| Kiera | Bentley | Oxfordshire Association of Local Councils |
| Cllr Katharine | Keats-Rohan | Oxfordshire Association of Local Councils |
| Cllr Malcolm | Leeding MBE | Oxfordshire Association of Local Councils |
| Cllr David | Beechey | Shropshire Association of Local Councils |
| Cllr Ray | Wickson | Shropshire Association of Local Councils |
| Cllr Jenny | Lawrence | Somerset Association of Local Councils |
| Dave | Mitton | Somerset Association of Local Councils |
| Cllr Loretta | Whetlor | Somerset Association of Local Councils |
| Francis | Jackson | South Yorkshire Association of Local Councils |
| Cllr Duncan | Wright | South Yorkshire Association of Local Councils |
| Cllr Pat | Ansell | Staffordshire Association of Local Councils |
| Lisa | Horriitt | Staffordshire Association of Local Councils |
| Andrew | McRae | Staffordshire Association of Local Councils |
| Sally | Longmate | Suffolk Association of Local Councils |
| Cllr William | Sargeant | Suffolk Association of Local Councils |
| Cllr | Valladares | Suffolk Association of Local Councils |

| | | |
|------------|------------|--|
| Mark | | |
| Cllr Steve | Cosser | Surrey Association of Local Councils |
| Chris | Howard | Surrey Association of Local Councils |
| Bridgette | Chandler | Warwickshire & West Midlands Association of Local Councils |
| Cllr Rosie | Weaver BEM | Warwickshire & West Midlands Association of Local Councils |
| Martin | Beaton | West Sussex Association of Local Councils |
| Cllr Peter | Allison | West Yorkshire Association of Local Councils |
| Dr Michael | Czwarno | West Yorkshire Association of Local Councils |
| David | Mullen | West Yorkshire Association of Local Councils |
| Katie | Fielding | Wiltshire Association of Local Councils |
| Cllr John | Scragg | Wiltshire Association of Local Councils |
| Clive | Hooper | Worcestershire Association of Local Councils |

Observers:

Pauline Allon
Julie Bell
Sue Cooper
Amanda Davis
Denise Deighton
Danielle Frost

Christine Lalley
Bridget Laraway
Josephine Parish
Justin Robinson
Jackie Weaver
Stuart Rowden

NALC staff:

- Jonathan Owen, chief executive
- Steve Walker, head of finance and administration
- Justin Griggs, head of policy and communications
- Jane Moore, head of member services and solicitor
- Claire FitzGerald, administration manager
- Rajiv Dudakia, digital communications manager
- Olivia Kane, receptionist/administrator
- Nick Howell, campaigns intern
- Anders Hanson, projects manager
- Jessica Lancod-Frost, policy officer
- Silvia Nicole, finance & administration officer
- Beverley Brown, finance & administration officer

1. Election of chair of AGM

Resolved: That Cllr Sue Baxter be elected chair of AGM.

2. Chair's welcome

The chair welcomed all representatives to the meeting.

AGM remembered Cllr Dave Fleming of Durham Association of Local Councils and Cllr Stuart Hulse, a past vice chair of Cheshire Association of Local Councils, who passed away during the year.

3. Apologies received:

- Cllr Douglas Denham St.Pinnock; West Sussex Association of Local Councils.
- Cllr Alan Humphries; Worcestershire Association of Local Councils.

4. Presentation by Chris Rapley OBE from University College of London

The chair of AGM welcomed all delegates to the first part of the AGM and welcomed our fantastic guest speaker professor Chris Rapley OBE from University College London.

Climate change is one of NALC's current big policy themes, alongside health and well-being and young people.

A theme that couldn't be any more relevant or important to England's 10,000 local councils, as we strive to build stronger, more resilient, and environmentally sustainable communities.

Just this week in the run up to COP26, NALC published its latest research on climate change, which shows over 50% of respondents have declared a #ClimateEmergency or biodiversity emergency or have a declaration pending. Tree planting, rewilding and transport are the top steps being taken by our councils. How big is the scale of the challenge facing the planet?

And are we right in our view that local councils have an important, and in fact growing, part to play?

Among his many notable roles and distinguished achievements, Professor Rapley has been Director of the Science Museum, Director of the British Antarctic Survey, Chairman of the London Climate Change Partnership and President of the Scientific Committee on Antarctic Research.

In 2014, he and the playwright Duncan Macmillan wrote the acclaimed play 2071. And more recently he was the Science Consultant on BBC1's 'Climate Change - The Facts' presented by Sir David Attenborough.

His current interests are in the role of climate scientists in delivering value to society and the communication of climate science.

This segment of the meeting was livestreamed on NALC's social media platforms, to see the full click [here](#) along with the questions colleagues asked in the meeting.

5. Minutes of the 2020 Annual General Meeting - 27 October 2020

The chair presented the minutes of the AGM held on 27 October 2020 and sought approval from the AGM.

AGM noted that Cllr Peter Astell of ERNLLCA had not been included in the list of attendees. It was confirmed that the minutes would be updated accordingly.

A vote was put and the minutes were approved by 72/82 of those voting with 10 abstentions.

Resolved: That the minutes of the AGM held on 27 October 2020 be approved.

6. Annual Report and annual accounts:

a. Annual Report

The chair of NALC presented the Annual Report to the AGM. She took this opportunity to offer her thanks to Cllr Malcolm Leeding MBE who was standing down as Oxfordshire representative. Cllr Baxter recalled how she sat next to Cllr Leeding at her first assembly. Our success is as a result your contributions to NALC and to the sector. Cllr Baxter thanked staff at 109 and her final thank you to all present.

Cllr Baxter commented on the time as chair, reflecting with the phrase "together we stand".

She was extremely proud to become NALC's chair when she was elected, the first female but hopefully not the last. If you have great female councillors ask them to get involved, talent spot.

Lobbying is important part of the role. We have had some great successes such as our success on referendum principles and with the abolition of the audit commission we have set up SAAA saving our councils a lot of money; our work on GDPR has saved the sector millions of pounds and our long-standing campaign

work on the toilet tax has saved councils millions of pounds. Use these examples as a springboard for the future to save communities.

An effective standards regime underpins an effective and well-functioning democracy. We were successful in influencing the committee on standards in public life enquiry on the need to strengthen the regime. However, we are disappointed that the government has not responded despite our continued lobbying.

Our councils are ambitious and going beyond their tradition role. She cited examples of councils talking initiatives. The chair was proud to see our report with the Alzheimer's Society on building dementia friendly communities being presented to the PM in the gardens of Downing Street.

We recently published our latest report on what councils can do to prevent climate change.

Recognising and celebrating the work of councils is important and we are thrilled to support the star councils award.

Hosting a royal visit was a highlight during Cllr Baxter's time as NALC chair, when the Princess Royal, Princess Anne, attended the 2019 NALC annual conference in Milton Keynes.

Cllr Baxter reflected that the previous chairs have all contributed to make NALC great and that over her term of office, she worked hard to strengthen the relationship between NALC and county associations. During the pandemic the greater use of Zoom has enable more people to engage in meetings.

As for the future, we must stand together, and these would be her priorities:

- Lobbying – by all of us all the time with your MPs. Everybody is fundamental to successful lobbying. Ministers listen to their MPs. Tell them about the good work we do and tell them about the issues you face, which they will take up on your behalf. We must lobby together to get the change we want to see.
- The second challenge is planning and local government reform. We have a part to play and a responsibility to current and future generations to build sustainable communities. Communities must be at the heart of the planning system. We must work together to ensure neighbourhood plans are strengthened and better and protected.

What do we want from reform? Are we prepared to change to get what we want?

Levelling up is taking shape. Cllr Baxter met Neil O'Brien MP recently. His view is empowering leaders and communities, boosting living standards, improve public services and restoring local pride. Our sector has a huge part to play in this. The government has an opportunity to help.

We need investment and support to build our capacity. We must invest in ourselves by training and improvement. We need to have more investment to improve. We need to invest in our partners. We must invest in our communities, use the precept, and keep people and place at our heart.

We must stand together to secure the investment we need.

Good governance is important. We published a statement to promote civility and respect in public life. This project is supported by NALC and SLCC and we are working to secure further investment. This must stay at the top of our agenda.

It is vital we stand together to meet all these challenges, we must be ambitious, get new people involved, invest in ourselves and be confident in the future.

Member services:

Cllr Drew provided an update on member services staffing and gave thanks to NALC staff.

- Charlotte Eisenhart, head of members services is on maternity leave. As a result, Jane Moore is acting head of member services in addition to role as legal services manager and Anders Hanson joined as projects manager in February.
- Linda Hammond left NALC in May with Lisa Etchell joining in August as projects officer.
- In legal, Gurvynda Paddan-White is on maternity leave. The team is covering this service within existing resources.
- KPIs have remained at the same level despite the current arrangements and resourcing.

Cllr Drew also provided AGM with an update on some of the recent work of member services including:

- Website - a project plan is in place to ensure a new website is launched next year.
- Local Council Award Scheme - two rounds of panels have been completed, and the third one is currently underway with results due in January.

- E-learning – the pilot has been completed and plans are being drawn up for how this will develop.
- Being an interested party in the High Court virtual meetings proceedings – this raised the profile of NALC local government sector colleagues.
- Legal Covid and meetings guidance issued.

A vote was put and the annual report was approved by 80/82 of those who voted with two abstentions.

Resolved (1) That the annual report for 2020/21 be received and approved.

b. Annual accounts

Cllr Stevens presented the annual accounts for 2020/21 to the AGM with an indicative budget for the next three years.

Cllr Davey updated AGM on progress with the review of governance documents. He also thanked Steve Walker, the head of finance and administration for his hard work and support over the past year.

A vote was put, and the annual accounts were approved by 81/83 of those who voted with two abstentions.

Resolved: That the audited annual accounts for 2020/21 be received.

7. Subscriptions to NALC

AGM considered the recommendation by National Assembly on 16 September 2021 to increase the affiliation fee for 2022/23 to 7.49 pence per elector with a cap of £1,920 for larger councils.

Cllr Blezzard said that he was mandated to support no increase to the affiliation fee for this year. He argued that it would send the wrong message to increase the fee when councils are having to cope with decreased budgets.

Cllrs Valladares, Peacock, Johnson, and Parry all supported the increase outlining that it would be wrong to freeze the fee, that NALC already provides members with a value for money service and a 1% increase is below inflation which is in effect a decrease.

After a vote, 72 voting in favour, nine against and two abstentions, it was resolved that the affiliation fee for 2022/23 be increased to 7.49 pence per elector with a cap of £1,920 for larger councils.

Resolved (1): That the affiliation fee for 2022/23 be increased by 1.9% to 7.49 pence per elector with a cap of £1,920 for larger councils.

Resolved (2): That the budget for the years 2022/25 be received.

8. Motions to AGM

8.1. Payment schedule of affiliation fee payments to NALC.

The Finance and Scrutiny Committee recommended a change in clause C of the Subscriptions section constitution in-order to improve the Association's cash flow at the start of the year. Effectively the first payment to be made on or before 31 May, in place of 30 June.

Change

All county association subscriptions to NALC to be made in two instalments. The first payment on or before 30 June calculated at 80% of the total using the previous year's membership figure as a base with a balancing sum paid on or before the last day of September using figures supplied to NALC by 31 August at the latest for the current year. The failure of a County Association to pay by these dates may make the County Association no longer able to access services, provided on behalf of its member councils. Withdrawal of NALC services to a county association in these circumstances will be subject to a decision of Assembly.

To

All county association subscriptions to NALC to be made in two instalments. The first payment on or before 31 May calculated at 80% of the total using the previous year's membership figure as a base with a balancing sum paid on or before the last day of September using figures supplied to NALC by 31 August at the latest for the current year. The failure of a county association to pay by these dates may make the county association no longer able to access services, provided on behalf of its member councils. Withdrawal of NALC to a county association in these circumstances will be subject to a decision of Assembly".

A vote was put, and the motion was defeated by 60 to 17 with six abstentions.

The chair suggested that the Finance and Scrutiny Committee review the whole subscription process over the next year and put a new motion to the next AGM.

Resolved: That the motion be not approved.

8.2. Use of the word chair

It is proposed that the term chairman in the NALC constitution is replaced with the gender-neutral term chair.

A vote was put, and the motion was unanimously approved.

Resolved: That the motion be approved.

8.3. Appointment of parliamentary vice-presidents

It is proposed that AGM approves the appointment of an unspecified number of parliamentary vice-presidents to enhance the Association's influence. "That the constitution be altered with the addition of a new little c under honorary officers, p10 - "That in addition NALC appoints parliamentary vice-presidents to further the sector's influence in Parliament".

A vote was put and the motion was unanimously approved

Resolved: That the motion be approved.

9. Appointments

9.1. Election of President

It was proposed that Baroness Scott of Needham Market be elected as president of NALC.

A vote was put and the motion was unanimously approved.

Resolved: That the motion be approved.

9.2. Election of Working Vice Presidents

Mike Drew proposed It was proposed that NALC appoints the following vice presidents of NALC, Cllr Sue Baxter and another to be delegated to National Assembly

A vote was put, and the motion was unanimously approved.

Resolved: That the motion be approved.

9.3. Election of parliamentary vice presidents

It was proposed that the follow be elected as parliamentary vice presidents of NALC.

- Baroness Bennett of Manor Castle

- Lord Lytton
- Lord O'Shaughnessy
- Andrew Gwynne MP

A vote was put, and the motion was unanimously approved

Resolved: That the motion be approved.

9.4. Appointment of auditor

AGM was invited to agree to extend Milton Avis's contract for 2022/23.

A vote was put, and the motion was unanimously approved.

Resolved: That the motion be approved.

10. Next Meeting

Resolved: That the date and location of the next Annual General Meeting will be confirmed shortly.

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Publications
**Annual Report
2021/22**

Published by
National Association of Local Councils (NALC)

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A MESSAGE FROM THE CHAIR OF THE NATIONAL ASSOCIATION OF LOCAL COUNCILS

It was a great honour and privilege to be elected NALC's new chair in December 2021. I am determined to build on the excellent work of my predecessors Cllr Sue Baxter and Cllr Ken Browse.

In my New Year Open letter in January 2022, I set out my priorities, the first being ensuring local (parish and town) councils are rightly recognised and respected as the first tier of local government.

We are working to have a strong voice in parliament, to the government, and the political parties. Because we need them to hear, rather than simply listen, to what we say, particularly about the sector's potential. I have met with ministers and shadow ministers including former levelling up minister Kemi Badenoch MP and other parliamentarians including the Speaker of the House of Commons, Sir Lyndsey Hoyle (who incidentally began public life at Adlington Town Council in Lancashire!). We also have an active parliamentary forum — the All-Party Parliamentary Group on local democracy — championing the sector, ably co-chaired by Richard Holden MP and Cherilyn Mackrory MP. I'm also grateful to our president, Baroness Scott of Needham Market, and the cross-party group of vice-presidents for their support over the last year speaking in debates and asking questions on our key issues.

We have been pressing the government, on your behalf, on those issues, such as flexibility to hold remote meetings, stronger sanctions for poor behaviour and for the levelling up white paper to recognise the sector. In the white paper, we secured a review of the role and function of local councils including making it easier to set them up. And the Levelling Up and Regeneration Bill currently before parliament will strengthen neighbourhood planning and we are pushing for other changes such as funding to improve the sector.

Many county associations again met with their MPs through our annual Lobby Day. I would ask you to continue to support those arguments locally, highlighting to your MPs and local media the brilliant things you are doing and pressing MPs to support these campaigns in parliament. And of course, please tell us about other areas where you would like to see a legislative change to make your work easier through motions from your county association to our Policy Committee.

We also work with other national organisations on your behalf. For example, through the Rural Coalition, pressing for rural areas are not overlooked, and the loss and absence of facilities are addressed, including access to broadband, affordable housing, and health care. With other coalition members, we are also pressing for banks to understand and support the sector more responsively.

My second priority is to champion good governance in councils supported by advice and resources from county associations and NALC.

We are working closely with the Society of Local Council Clerks on a project to promote civility and respect providing resources to enable councils to do that. We have invited all councils to sign a pledge to commit to delivering this. Participating in the Local Council Award Scheme is a meaningful way to demonstrate good governance and I am pleased the number of councils achieving an award continues to increase, now at around 700. This is in addition to the wealth of advice, guidance and support we provide to county associations on the law and subjects such as data protection, audit, finance and HR. NALC's resources such as *The Good Councillor's Guide* and legal topic

notes, to name a few, have been downloaded over 250,000 times. Elections are central to governance and trust, and one of NALC's key missions through the #MakeAChange campaign is to encourage more people from all backgrounds and experiences to get involved in their local council. We continue to make resources available to help, such as for May's local elections, including twenty videos highlighting why people have become councillors and the difference they are making in their areas.

Highlighting the role and potential of councils to the media, public and other national bodies is my third priority.

I never cease to be amazed by the brilliant work our councils do for their communities. We now have a growing number of case studies of how local councils are helping to address some of the country's significant challenges, including building dementia-friendly communities, improving health and well-being, tackling loneliness, supporting young people, and tackling the climate emergency. We publish these on our website to demonstrate to the government, the media, and others the potential the sector must help. These case studies are supplemented by additional support on our dedicated web pages to help you address these issues, and our unique programme of online events is designed to give you insights from national experts and leaders, with over 5000 attendees to date. I hope all this will inspire you and encourage you to raise the ambition and profile of your council. And please let us know what you are doing, share case studies and media coverage and participate in our annual Star Council Awards.

We continue to work with the Local Government Association (LGA) which represents principal (county, district, metropolitan and unitary) councils, as well as its interest groups which cover types of councils or themes such as coastal communities. Our role and status as the first tier of local government must be fully recognised by our partners in other tiers, this was the central message of our attendance at this year's LGA Annual Conference and our packed fringe event.

This year's media highlight was the full-page article in the Financial Times on 14 March 2022, both in print and online. *The potential of parish politics* commented on the growing role of the sector and its potential to revitalise democracy and level up the country; a copy is available on our website. And another was coverage of the *Double Devo* report by the influential think tank Onward which calls for local councils to be empowered and established in unparished areas.

I was deeply saddened by the death of the late Queen and conveyed our sincere condolences to the Royal Family. I am grateful for the important role our sector played in Operation London Bridge and subsequent local events, once again stepping up to the plate and a reminder of the part you play in our national life.

I am in no doubt that if we continue to work together to improve the sector and demonstrate its potential, I am sure we will go from strength to strength and deliver for local communities.

Cllr Keith Stevens
NALC chair

FINANCE REPORT

The financial statements for the year to 31st March 2022 show a surplus of £54,346. Last year reserves were created to help fund IT and website development and for the contribution to a civility and respect project which is being run jointly with the Society of Local Council Clerks. The results for the year have enabled these reserves to be replenished to their 2021 levels, to help maintain funding for the future.

This has been possible due to the continuing changes to working and meeting practices due to the pandemic but as noted last year we need our available reserves to increase to beyond the minimum 13 weeks and together with consideration to outside financial pressures the National Assembly has recommended that the affiliation fee be increased by 3% for the 23/24 financial year as originally indicated.

Last year we advised that we had temporarily reduced the valuation of the freehold property. Following further informal valuations this year we are again able to revert the valuation of the freehold property to the pre covid level in our Balance Sheet at £2,500,000 in agreement with our external auditors, Milton Avis.

We have received the final audited accounts from the external auditors, Milton Avis, confirming the unqualified audit position of the NALC for the 2021/22 financial year. Milton Avis also undertook additional scrutiny work into more detailed systems testing in certain areas, including affiliation fees, expenses, and payroll. These additional tests supplemented their other audit work and supported the conclusions reached in their audit of the accounts.

The Finance and Scrutiny Committee, chaired by Cllr Graham Ford, has continued to meet virtually during the year. The revised meeting dates have enabled us to review both the previous quarters accounts and the current quarters trading at the earliest possible times. This has enabled us to continue to monitor both the management and year end accounts, whilst also receiving regular reports from Heads of Services delegated budget targets on any sensitivities/trends in either budgeted income streams or expenditure, whilst monitoring the cash levels on a weekly basis.

We would like to thank all the staff for changing their working practices and for carrying on in the face of the ongoing very difficult circumstances created by the pandemic. Our online events programme changed significantly which enabled us to reach far more members and to maintain relationships with our corporate partners.

Cllr. Peter Davey
NALC vice-chair (finance)

FINANCE AND SCRUTINY REPORT

The Finance and Scrutiny Committee members present their report and the financial statements for the year ended 31 March 2022.

Committee members' responsibilities statement.

The Finance and Scrutiny Committee members are responsible for preparing the Finance Committee report and the financial statements in accordance with applicable law and regulations.

The committee members have elected to prepare the financial statements in accordance with the wishes of the general meeting who are the sovereign body of the National Association of Local Councils (Association). The committee members approve the financial statements once they are satisfied that they give a true and fair view of the state of affairs of the association and of the profit or loss of the association for that period.

In preparing these financial statements, the finance committee members are required to:

- Select suitable accounting policies for the Association's financial statements and then apply them consistently.
- Make judgments and accounting estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Association will continue in business.

The Finance and Scrutiny Committee members are responsible for keeping adequate accounting records that are sufficient to show and explain the Association's transactions and disclose with reasonable accuracy at any time the financial position of the Association. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are committee members at the time when this committee report is approved has confirmed that:

- so far as the committee is aware, there is no relevant audit information of which the association's auditors are unaware, and
- the committee has taken all the steps that ought to have been taken in order to be aware of any relevant audit information and to establish that the association's auditors are aware of that information.

This report was approved by the committee and signed on its behalf.

.....

Peter Davey
Vice Chair (Finance)

Date: 14 September 2022

AUDITORS' REPORT

We have audited the financial statements of The National Association of Local Councils (the 'Association') for the year ended 31 March 2022, which comprise the Statement of Income and Retained Earnings, the Balance Sheet, the Statement of Changes in Equity and the related notes, including a summary of significant accounting policies approved by the General Meeting. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards.

In our opinion the financial statements:

- Give a true and fair view of the state of the association's affairs as of 31 March 2022 and of its profit for the year then ended.
- Have been properly prepared in accordance with normal accounting practice.
- The information given in the finance section of the annual report is consistent with the financial statements

Basis for opinion

We conducted our audit in accordance with guidance provided by the General Meeting. We are independent of the association in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the committee members' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the association's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the committee members with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The committee members are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained during the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements

themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

In our opinion, based on the work undertaken during the audit:

- the information given in the committee members for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the committee members' Report has been prepared in accordance with applicable guidance.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the association and its environment obtained during the audit, we have not identified material misstatements in the committee members' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of committee members' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit

Responsibilities of the Finance and Scrutiny Committee

As explained more fully in the committee members' Responsibilities Statement set out on page 1, the committee members are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the committee members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the committee members are responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee members either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain assurance using procedures agreed upon with the General Meeting about whether the financial statements are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken based on these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures can detect irregularities, including fraud is detailed below:

We gained an understanding of the association's constitution and considered acts which were contrary to the applicable guidance set out by the General Meeting, including fraud.

We considered compliance with this framework and performed audit procedures on these areas as considered necessary. Our procedures involved enquiries with management, review of the reporting to the directors with respect to compliance with laws and regulation, review of committee meeting minutes and review of legal correspondence.

We focused on laws and regulations that could give rise to a material misstatement in the Association's financial statements. Our tests included but were not limited to:

- Agreement of the financial statement disclosures to underlying supporting documentation.
- Enquiries of management.
- Testing of journal postings made during the year to identify the potential management override of controls.
- Review of minutes of committee meetings throughout the period; and
- Obtaining an understanding of the control environment in monitoring compliance with laws and regulations.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

Use of our report

This report is made solely to the association's members. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association and the Association's members, as a body, for our audit work, for this report, or for the opinions we have formed.

Stephen Sampson (Senior Statutory Auditor)
for and on behalf of
Milton Avis LLP

Chartered Accountants
Statutory Auditors

Pitt House
120 Baker Street
London
W1U 6TU

14 September 2022

ACCOUNTS

STATEMENT OF INCOME AND RETAINED EARNINGS FOR THE YEAR ENDED 31 MARCH 2022

| Note | 2022 £ | 2021 £ |
|---|------------------|------------------|
| Turnover | 1,414,455 | 1,358,110 |
| Cost of sales | (140,082) | (99,371) |
| Gross profit | 1,274,373 | 1,258,739 |
| Administrative expenses | (1,216,251) | (1,153,224) |
| Operating profit | 58,122 | 105,515 |
| Interest payable and similar expenses | (3,776) | (3,036) |
| Profit before tax | 54,346 | 102,479 |
| Profit after tax | 54,346 | 102,479 |
| Retained earnings at the beginning of the year | 197,719 | 180,240 |
| | 197,719 | 180,240 |
| Profit for the year | 54,346 | 102,479 |
| Distribution of reserves | - | (85,000) |
| Retained earnings at the end of the year | 252,065 | 197,719 |

The notes on pages 17 to 22 form part of these financial statements.

BALANCE SHEET
AS AT 31 MARCH 2022

| Note | | 2022 £ | 2021 £ |
|--|---|-------------------------|-------------------------|
| Fixed assets | | | |
| Tangible assets | 4 | 2,523,842 | 2,224,937 |
| | | <u>2,523,842</u> | <u>2,224,937</u> |
| Current assets | | | |
| Debtors: amounts falling due within one year | 5 | 38,523 | 83,401 |
| Cash at bank and in hand | 6 | 414,178 | 385,279 |
| | | <u>452,701</u> | <u>468,680</u> |
| Creditors: amounts falling due within one year | 7 | (67,841) | (139,261) |
| Net current assets | | <u>384,860</u> | <u>329,419</u> |
| Total assets less current liabilities | | <u>2,908,702</u> | <u>2,554,356</u> |
| Net assets | | <u><u>2,908,702</u></u> | <u><u>2,554,356</u></u> |
| Capital and reserves | | | |
| Revaluation reserve | | 1,944,191 | 1,644,191 |
| Building reserve | | 555,809 | 555,809 |
| Building and maintenance reserve | | 57,347 | 57,347 |
| Equipment reserve | | 14,290 | 14,290 |
| IT & website development reserve | | 60,000 | 60,000 |
| Civility fund | | 25,000 | 25,000 |
| Accumulated fund | | 252,065 | 197,719 |
| | | <u>2,908,702</u> | <u>2,554,356</u> |

The financial statements were approved and authorised for issue by the board and were signed on its behalf on 14 September 2022.

.....
Peter Davey
Vice Chair (Finance)

The notes on pages 17 to 22 form part of these financial statements.

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 MARCH 2022

| | IT Website Developme nt Reserve | Revaluation reserve | Building reserve | Building maintenanc e reserve | Equipment reserve | Civility Fund Reserve | Accumulat ed fund | Total equity |
|--|---------------------------------------|------------------------|---------------------|-------------------------------------|----------------------|-----------------------------|----------------------|-----------------|
| | £ | £ | £ | £ | £ | £ | £ | £ |
| At 1 April 2020 | - | 1,944,191 | 555,809 | 57,347 | 14,290 | - | 180,240 | 2,751,877 |
| Comprehensive income for the year | | | | | | | | |
| Profit for the year | - | - | - | - | - | - | 102,479 | 102,479 |
| Deficit on revaluation of freehold property | - | (300,000) | - | - | - | - | - | (300,000) |
| Other movement type 1 | 60,000 | - | - | - | - | 25,000 | (60,000) | 25,000 |
| Other movement type 2 | - | - | - | - | - | - | (25,000) | (25,000) |
| Other comprehensive income for the year | 60,000 | (300,000) | - | - | - | 25,000 | (85,000) | (300,000) |
| Total comprehensive income for the year | 60,000 | (300,000) | - | - | - | 25,000 | 17,479 | (197,521) |
| Total transactions with owners | - | - | - | - | - | - | - | - |
| At 1 April 2021 | 60,000 | 1,644,191 | 555,809 | 57,347 | 14,290 | 25,000 | 197,719 | 2,554,356 |

Comprehensive income for the year

| | | | | | | | | |
|---|----------|---------|---|---|---|---------|----------|---------|
| Profit for the year | - | - | - | - | - | - | 54,346 | 54,346 |
| Surplus on revaluation of freehold property | - | 300,000 | - | - | - | - | - | 300,000 |
| Other movement type 1 | (42,824) | - | - | - | - | (7,638) | 50,462 | - |
| Other movement type 2 | 42,824 | - | - | - | - | 7,638 | (50,462) | - |

THE NATIONAL ASSOCIATION OF LOCAL COUNCILS

STATEMENT OF CHANGES IN EQUITY (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

| | | | | | | | | |
|---|---------------|------------------|----------------|---------------|---------------|---------------|----------------|------------------|
| Other comprehensive income for the year | - | 300,000 | - | - | - | - | - | 300,000 |
| Total comprehensive income for the year | - | 300,000 | - | - | - | - | 54,346 | 354,346 |
| Total transactions with owners | - | - | - | - | - | - | - | - |
| At 31 March 2022 | <u>60,000</u> | <u>1,944,191</u> | <u>555,809</u> | <u>57,347</u> | <u>14,290</u> | <u>25,000</u> | <u>252,065</u> | <u>2,908,702</u> |

The notes on pages 17 to 22 form part of these financial statements.

1. Accounting policies (continued)

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with Section 1A of Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland.

The presentation currency is pounds sterling.

The following principal accounting policies have been applied:

1.2 Revenue recognition

Revenue is the amount derived from ordinary activities and is measured at fair value of the consideration receivable. Revenue is reduced for issued credit notes and is stated net of vat.

Revenue from affiliation fees is recognised when all the conditions are satisfied. The amount of revenue can be measured reliably

- . It is probable that economic benefits associated with the transaction will flow to the Association
- . Costs incurred in respect of the transaction can be measured reliably
- . Association retains managerial involvement to the degree usually associated with services provided in respect of subscription sold.
- Revenue from sale of publications are recognised when the goods are delivered.
- Revenue from event sponsorship are recognised once it is probable that economic benefit associated with the transaction will flow to the Association.

1.3 Tangible fixed assets

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

| | |
|-----------------------|----------------------------|
| Freehold property | - no depreciation provided |
| Fixtures and fittings | - 20% |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting policies (continued)

Office equipment - 25%

Web development costs - 33%

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in profit or loss.

1.4 Revaluation of tangible fixed assets

Individual freehold and leasehold properties are carried at current year value at fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Revaluations are undertaken with sufficient regularity to ensure the carrying amount does not differ materially from that which would be determined using fair value at the balance sheet date.

Fair values are determined from market based evidence normally undertaken by professionally qualified valuers.

Revaluation gains and losses are recognised in other comprehensive income unless losses exceed the previously recognised gains or reflect a clear consumption of economic benefits, in which case the excess losses are recognised in profit or loss.

1.5 Debtors

Short-term debtors are measured at transaction price, less any impairment. Loans receivables are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

1.6 Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

1.7 Creditors

Short-term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

1. Accounting policies (continued)

1.8 Taxation

The Association is exempt from income tax on its income under section 838 of the Income Tax Act 2007 and from corporation tax under section 984 of the Corporation Tax Act 2010.

2. Judgments in applying accounting policies and key sources of estimation uncertainty

In application of the Association's accounting policies, management are required to make judgements estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

THE NATIONAL ASSOCIATION OF LOCAL COUNCILS

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

3. Employees

The average monthly number of employees, including directors, during the year was 18 (2021 - 18).

4. Tangible fixed assets

| | Freehold property £ | Fixtures and fittings £ | Office equipment £ | Total £ |
|-------------------------------------|---------------------------|-------------------------------|--------------------------|------------------|
| Cost or valuation | | | | |
| At 1 April 2021 | 2,200,000 | 144,024 | 146,827 | 2,490,851 |
| Additions | - | - | 10,067 | 10,067 |
| Revaluation | 300,000 | - | - | 300,000 |
| At 31 March 2022 | <u>2,500,000</u> | <u>144,024</u> | <u>156,894</u> | <u>2,800,918</u> |
| Depreciation | | | | |
| At 1 April 2021 | - | 141,184 | 124,730 | 265,914 |
| Charge for the year on owned assets | - | 1,175 | 9,987 | 11,162 |
| At 31 March 2022 | <u>-</u> | <u>142,359</u> | <u>134,717</u> | <u>277,076</u> |
| Net book value | | | | |
| At 31 March 2022 | <u>2,500,000</u> | <u>1,665</u> | <u>22,177</u> | <u>2,523,842</u> |
| At 31 March 2021 | <u>2,200,000</u> | <u>2,840</u> | <u>22,097</u> | <u>2,224,937</u> |

The finance committee has elected to revalue the freehold property this year to £2.5 million based on advice received from an independent surveyor.

The finance committee will not be recognising any depreciation as the 50% of the cost is attributed to the land therefore the remaining depreciation over its useful life is not material.

The freehold premises are held by NALC (1994) Limited (a company limited by guarantee) in trust for the National Association of Local Councils.

THE NATIONAL ASSOCIATION OF LOCAL COUNCILS

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

5. Debtors

| | 2022 | <i>As restated</i> 2021 |
|--------------------------------|---------------|----------------------------|
| | £ | £ |
| Trade debtors | 25,626 | 21,391 |
| Other debtors | 6,250 | 24,310 |
| Prepayments and accrued income | 6,647 | 37,700 |
| | <u>38,523</u> | <u>83,401</u> |

6. Cash and cash equivalents

| | 2022 | <i>As restated</i> 2021 |
|--------------------------|----------------|----------------------------|
| | £ | £ |
| Cash at bank and in hand | 414,178 | 385,279 |
| | <u>414,178</u> | <u>385,279</u> |

7. Creditors: Amounts falling due within one year

| | 2022 | <i>As restated</i> 2021 |
|------------------------------------|---------------|----------------------------|
| | £ | £ |
| Trade creditors | 14,354 | 47,253 |
| Other taxation and social security | 15,502 | - |
| Other creditors | 23,766 | 80,437 |
| Accruals and deferred income | 14,219 | 11,571 |
| | <u>67,841</u> | <u>139,261</u> |

8. Pension scheme

NALC participates in two pension schemes on behalf of its members:-

1. The Pensions Trust has advised NALC that there was a deficit of approximately £186,936 as at 30 September 2021 if NALC was to withdraw from the scheme. This matter is being addressed and additional annual contributions are being made to extinguish the deficit. The contribution required for the coming year to 31 March 2023 is £21,000.
2. NALC also contributes to the Local Government Pension Scheme which is fully funded, but if valued on a cessation basis if NALC were to leave the scheme, would give a deficit of £1,065,000 as at 31 March 2022.

THE NATIONAL ASSOCIATION OF LOCAL COUNCILS

**DETAILED PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2022**

| | Note | 2022 £ | 2021 £ |
|--------------------------------------|------|------------------|------------------|
| Turnover | | 1,414,455 | 1,358,110 |
| Cost Of Sales | | (140,082) | (99,371) |
| Gross profit | | <u>1,274,373</u> | <u>1,258,739</u> |
| Less: overheads | | | |
| Administration expenses | | (1,216,251) | (1,153,224) |
| Operating profit | | <u>58,122</u> | <u>105,515</u> |
| Interest payable and similar charges | | (3,776) | (3,036) |
| Profit for the year | | <u>54,346</u> | <u>102,479</u> |

As restated

| | 2022 £ | 2021 £ |
|----------------------------------|------------------|------------------|
| Turnover | | |
| Affiliation fees | 1,163,805 | 1,112,939 |
| Publication fees and media sales | 68,882 | 48,945 |
| Events and project income | 156,061 | 178,474 |
| Other income | 25,707 | 17,752 |
| | <u>1,414,455</u> | <u>1,358,110</u> |

As restated

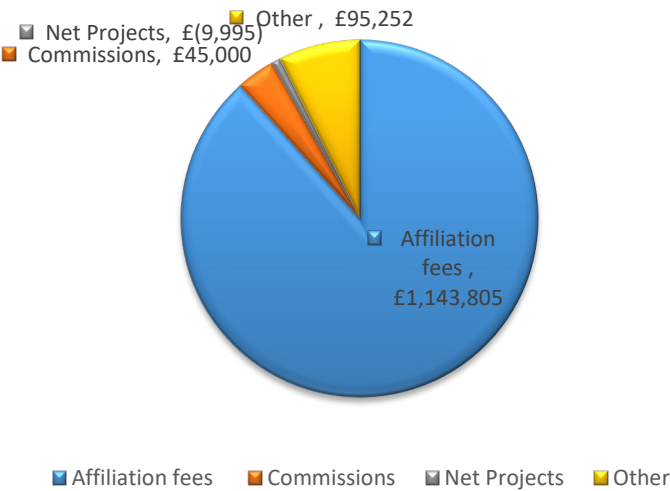
| | 2022 £ | 2021 £ |
|----------------------|----------------|---------------|
| Cost of sales | | |
| Direct expenditure | 140,082 | 99,371 |
| | <u>140,082</u> | <u>99,371</u> |

| | 2022 | <i>As restated</i> 2021 |
|---|------------------|----------------------------|
| | £ | £ |
| Administration expenses | | |
| Staff salaries including recruitment and training | 883,626 | 903,011 |
| Staff travel | 1,532 | - |
| Consultancy | 3,918 | 4,920 |
| Non recoverable VAT | 28,015 | 16,798 |
| Legal and professional | 13,917 | 8,305 |
| Auditors' remuneration | 5,283 | 5,793 |
| Professional indemnity insurance | 17,648 | 15,213 |
| Premises, accommodation and maintenance | 184,714 | 124,476 |
| Depreciation - plant and machinery | 11,162 | 9,243 |
| Committee Expenses | 2,873 | - |
| Representative Expenses | 1,455 | 203 |
| Provision for Bad Debts | - | 8,000 |
| Membership fees | 5,229 | 4,034 |
| Books, periodicals & law library | 1,483 | 2,360 |
| Information services | 12,692 | 13,468 |
| Promotion | 8,787 | 6,765 |
| Corporate Hospitality | 119 | - |
| Administration expenses | 29,298 | 26,885 |
| Chair and vice chairs Allowances | 4,500 | 3,750 |
| | <u>1,216,251</u> | <u>1,153,224</u> |

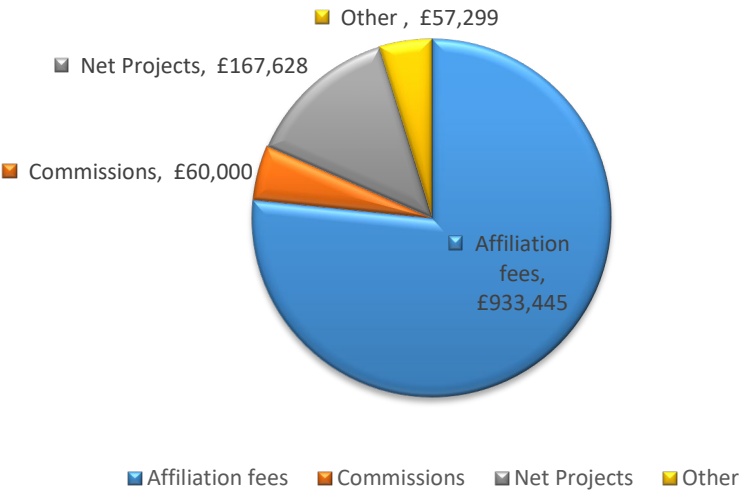
| | 2022 | <i>As restated</i> 2021 |
|------------------------------|--------------|----------------------------|
| | £ | £ |
| Interest payable | | |
| Interest and Similar Charges | 3,776 | 3,036 |
| | <u>3,776</u> | <u>3,036</u> |

NALC INCOME

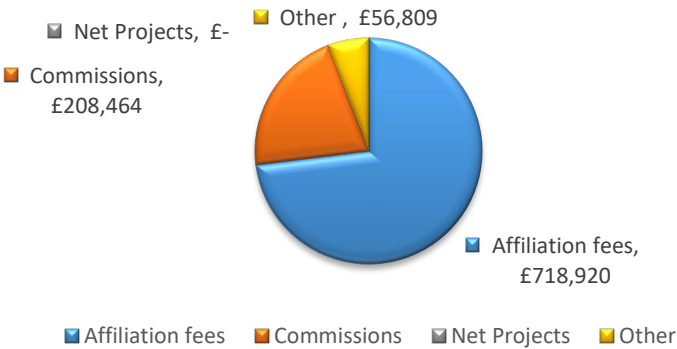
Income 2022



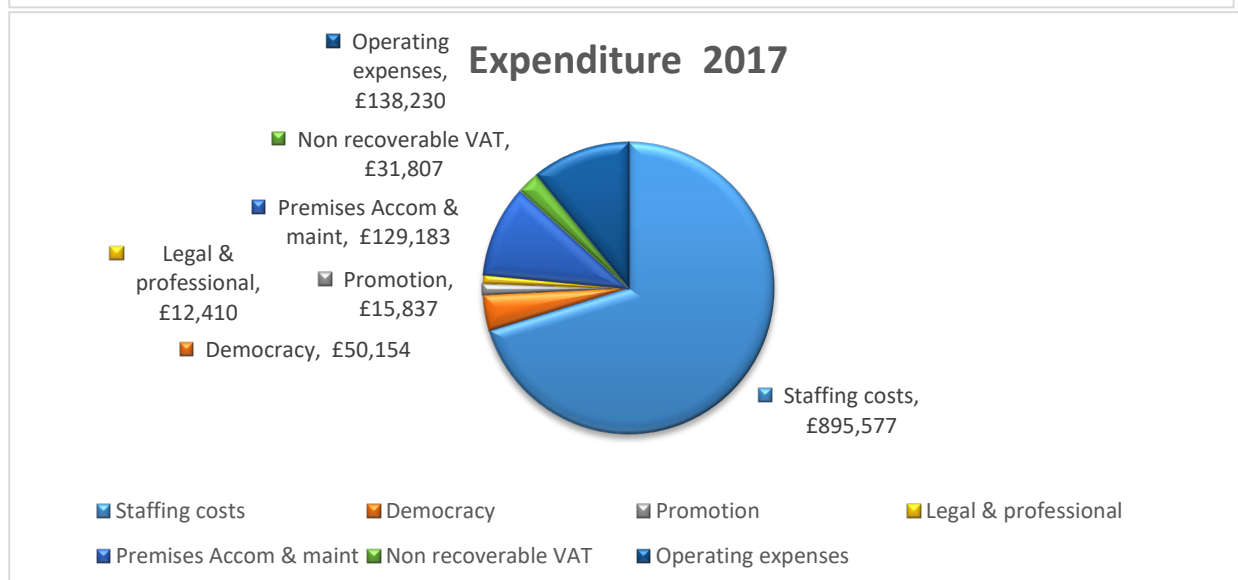
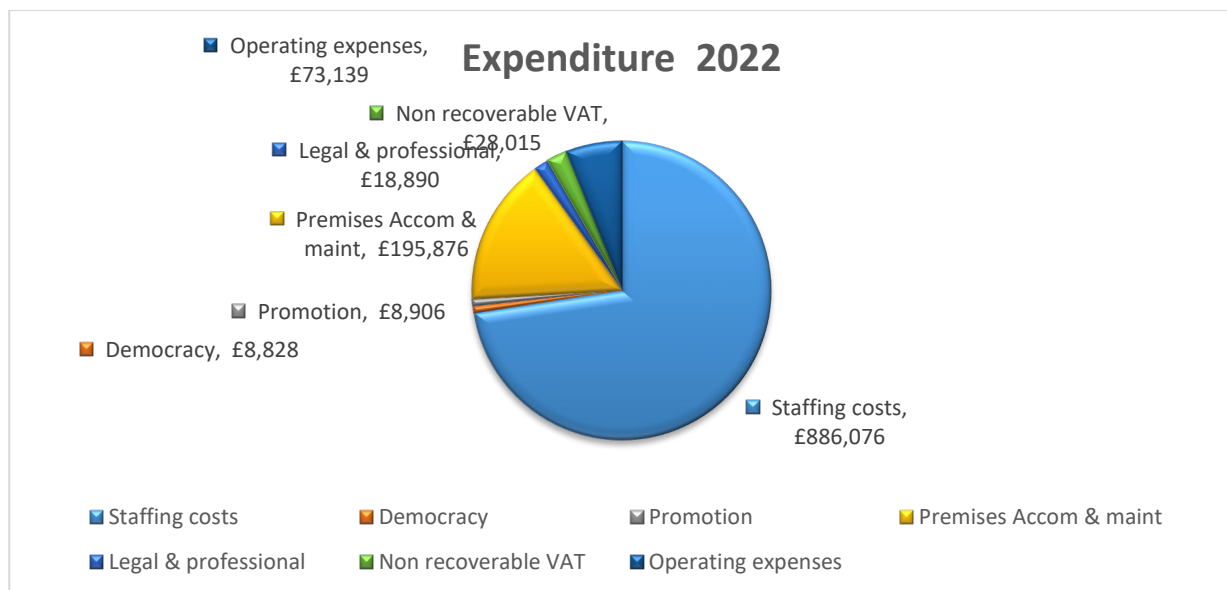
Income 2017



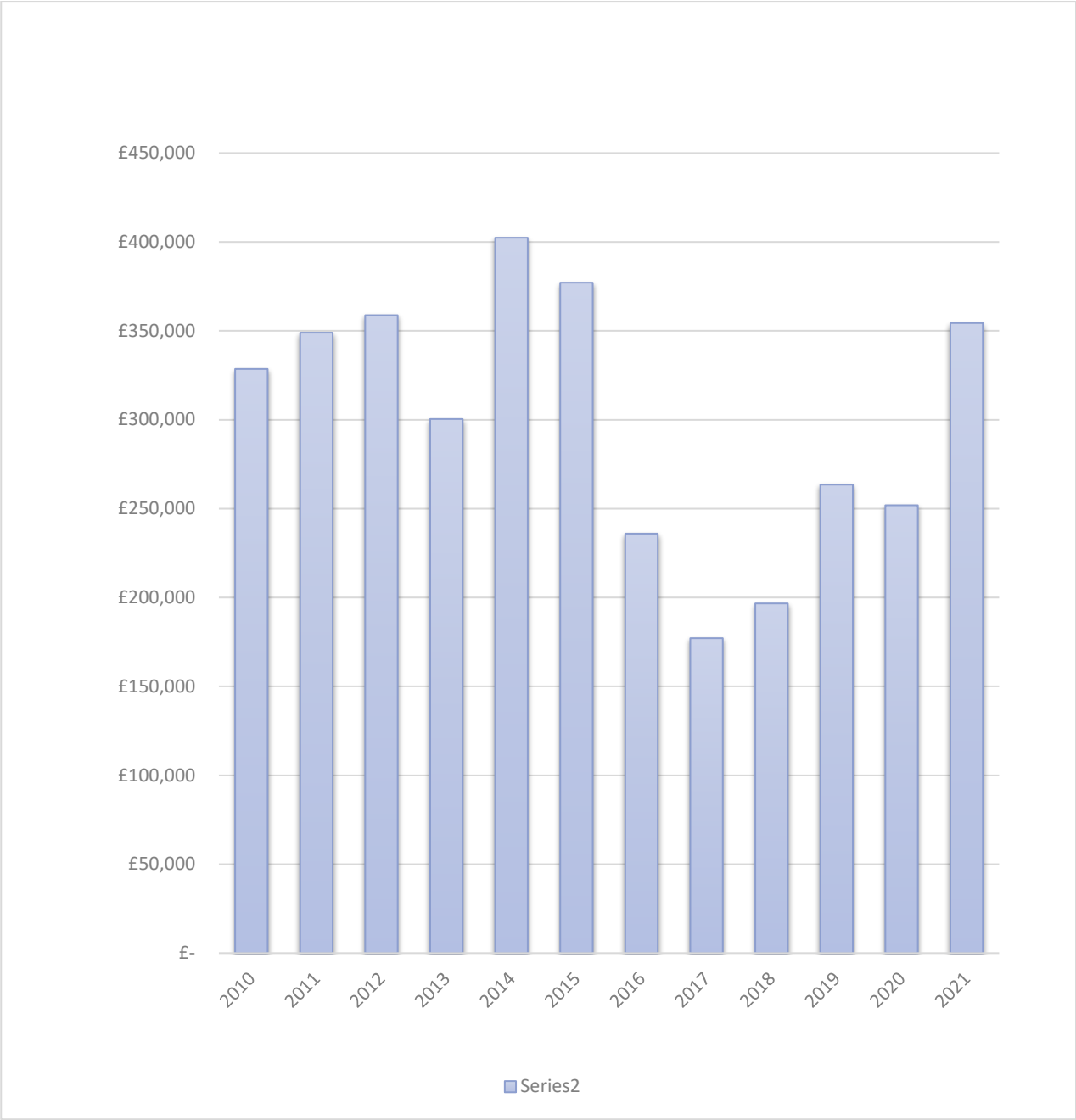
Income 2012



NALC EXPENDITURE

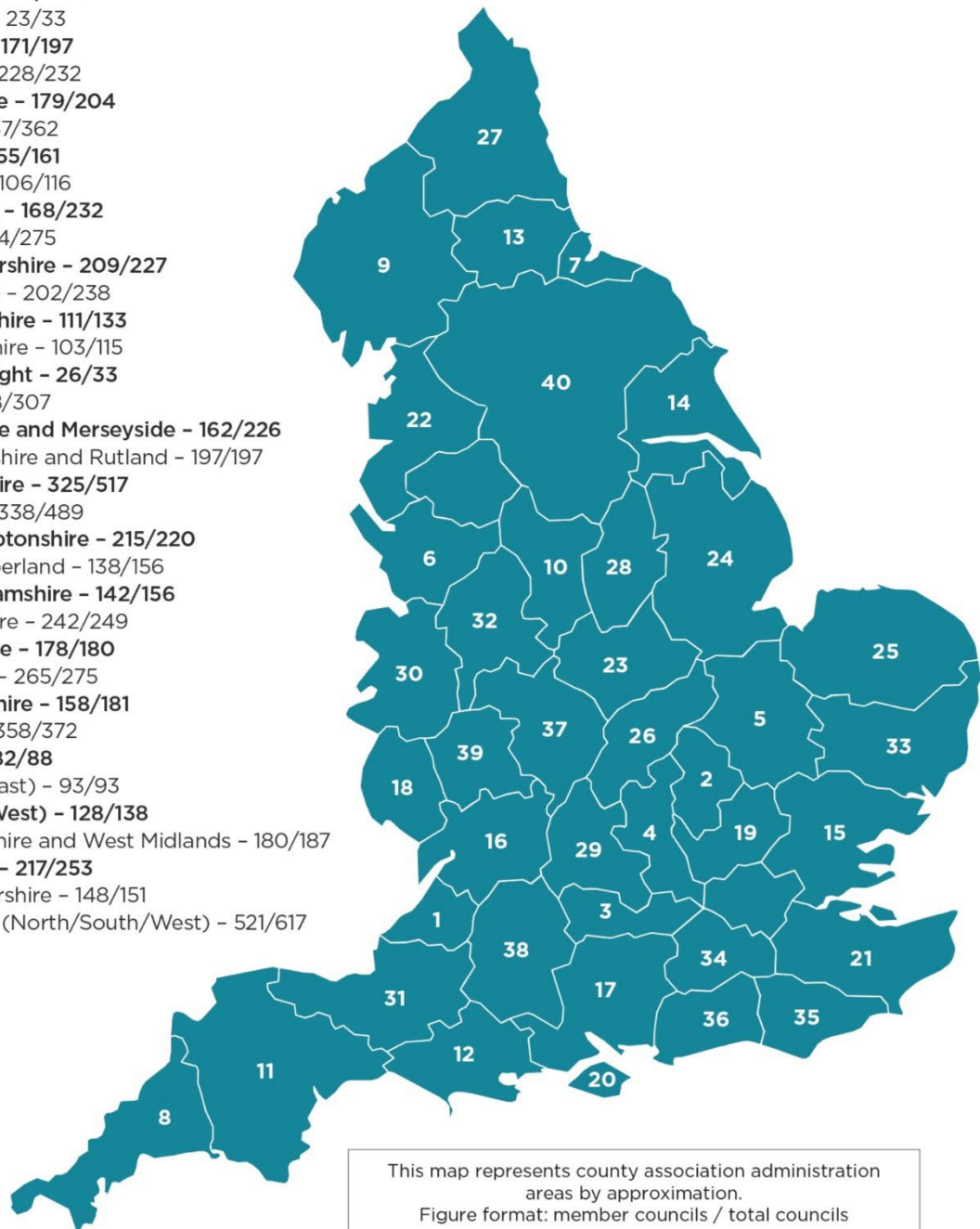


NALC RESERVES



LOCAL COUNCIL MEMBERSHIP BY COUNTY AREA

1. Avon – 120/134
2. Bedfordshire – 114/118
3. Berkshire – 87/94
4. Buckinghamshire and Milton Keynes – 176/180
5. Cambridgeshire and Peterborough – 213/238
6. Cheshire – 160/224
7. Cleveland – 23/33
8. Cornwall – 171/197
9. Cumbria – 228/232
10. Derbyshire – 179/204
11. Devon – 337/362
12. Dorset – 155/161
13. Durham – 106/116
14. ERNLLCA – 168/232
15. Essex – 274/275
16. Gloucestershire – 209/227
17. Hampshire – 202/238
18. Herefordshire – 111/133
19. Hertfordshire – 103/115
20. Isle of Wight – 26/33
21. Kent – 298/307
22. Lancashire and Merseyside – 162/226
23. Leicestershire and Rutland – 197/197
24. Lincolnshire – 325/517
25. Norfolk – 338/489
26. Northamptonshire – 215/220
27. Northumberland – 138/156
28. Nottinghamshire – 142/156
29. Oxfordshire – 242/249
30. Shropshire – 178/180
31. Somerset – 265/275
32. Staffordshire – 158/181
33. Suffolk – 358/372
34. Surrey – 82/88
35. Sussex (East) – 93/93
36. Sussex (West) – 128/138
37. Warwickshire and West Midlands – 180/187
38. Wiltshire – 217/253
39. Worcestershire – 148/151
40. Yorkshire (North/South/West) – 521/617



NALC COMMITTEE MEMBERS

| President |
|----------------------------------|
| Baroness Scott of Needham Market |

| Vice-president |
|----------------------------------|
| Baroness Bennett of Manor Castle |
| Andrew Gwynne MP |
| The Earl of Lytton |
| Lord O'Shaughnessy |
| Cllr Sue Baxter |

| Chair |
|--------------------|
| Cllr Keith Stevens |

| Vice-chair |
|----------------------------------|
| Cllr Mike Drew (member services) |
| Cllr Peter Davey (finance) |

| National Assembly | |
|--------------------------|---|
| Cllr Mike Drew | Avon Association of Local Councils |
| Cllr Elizabeth Luder | Bedfordshire Association of Town and Parish Councils |
| Cllr Tim O'Flynn | Berkshire Association of Local Councils |
| Cllr Paul Harvey | Buckinghamshire and Milton Keynes Association of Local Councils |
| Vacant | Cambridgeshire and Peterborough Association of Local Councils |
| Cllr Lillian Burns | Cheshire Association of Local Councils |
| Cllr Clare Gamble | Cleveland Local Councils Association |
| Cllr Graham Ford | Cornwall Association of Local Councils |
| Cllr Jonathan Davies | Cumbria Association of Local Councils |
| Cllr John Plant | Derbyshire Association of Local Councils |
| Cllr Ian Cowling | Devon Association of Local Councils |
| Cllr Janet Wallace | Dorset Association of Parish and Town Councils |
| Cllr Allan Blakemore | Durham Association of Local Councils |
| Cllr Keith Stevens | East Sussex Association of Local Councils |
| Cllr Dave Barton | East Riding & North Lincolnshire Local Councils Association |
| Cllr Peter Davey | Essex Association of Local Councils |
| Cllr Richard Page | Gloucestershire Association of Parish and Town Councils |
| Cllr Loraine Rappe | Hampshire Association of Local Councils |
| Cllr Will Jackson | Herefordshire Association of Local Councils |
| Cllr Rob McCarthy | Hertfordshire Association of Parish and Town Councils |
| Cllr Bob Blezzard | Isle of Wight Association of Local Councils |
| Cllr Richard Parry | Kent Association of Local Councils |
| Cllr Colin Peacock | Lancashire Association of Local Councils |

| | |
|--------------------------------|--|
| Cllr Tony Hiron | Leicestershire & Rutland Association of Local Councils |
| Cllr Tony Howard | Lincolnshire Association of Local Councils |
| Vacant | Merseyside Association of Local Councils |
| Cllr Sue Lintern | Norfolk Association of Local Councils |
| Cllr Christine Mollard | North Yorkshire Association of Local Councils |
| Cllr Mike Scott | Northamptonshire County Association of Local Councils |
| Cllr David Francis | Northumberland Association of Local Councils |
| Cllr Mick Baker | Nottinghamshire County Association of Local Councils |
| Cllr Katherine Keats-Rohan | Oxfordshire Association Local Councils |
| Cllr David Beechey | Shropshire Association of Local Councils |
| Cllr Jenny Lawrence | Somerset Association Local Councils |
| Cllr Duncan Wright | South Yorkshire Association of Local Councils |
| Cllr Patricia Ansell | Staffordshire Parish Councils Association |
| Cllr Mark Valladares | Suffolk Association Local Councils |
| Cllr Chris Howard | Surrey Association of Local Councils |
| Cllr Rosie Weaver BEM | Warwickshire and West Midlands Association of Local Councils |
| Cllr Douglas Denham St Pinnock | West Sussex Association of Local Councils |
| Cllr Peter Allison | West Yorkshire Association of Local Councils |
| Cllr John Scragg | Wiltshire Association of Local Councils |
| Cllr Sue Baxter | Worcestershire Association of Local Councils |

| Management Board | |
|----------------------------|----------------------|
| Cllr Keith Stevens (chair) | Cllr Richard Parry |
| Cllr Bob Blezzard | Cllr Loraine Rappe |
| Cllr Graham Ford | Cllr Patricia Ansell |
| Cllr Peter Davey | Cllr David Francis |
| Cllr Mike Drew | Cllr Sue Baxter |
| Cllr Paul Harvey | |

| Finance and Scrutiny Committee | |
|---------------------------------------|--------------------|
| Cllr Graham Ford (chair) | Cllr Duncan Wright |
| Cllr Peter Davey | Cllr Tony Howard |
| Cllr John Plant | Cllr Ian Cowling |

| Policy Committee | |
|----------------------------|----------------------|
| Cllr David Francis (chair) | Cllr Jonathan Davies |
| Cllr Lillian Burns | Cllr Richard Page |
| Cllr Peter Allison | Cllr Colin Peacock |
| Cllr Janet Wallace | |

| Larger Councils Committee | |
|----------------------------------|------------------|
| Cllr Paul Harvey (chair) | Ms Shar Roselman |
| Cllr Carl Hearn | Cllr Dave Barton |

| | |
|----------------------|-----------------------|
| Cllr Phil Barnett | Cllr Peter Quinn |
| Cllr Matthew Hulbert | Cllr Richard Parry |
| Cllr Peter Astell | Mr Mark Smith |
| Ms Jennifer Childs | Cllr Isabella Roberts |
| Cllr Jane Biscombe | Cllr Mike Drew |

| Smaller Councils Committee | |
|-----------------------------------|------------------|
| Cllr Graham Ford (chair) | Cllr Sue Lintern |
| Cllr Lillian Burns | Cllr Mervyn Head |
| Cllr Bob Blezzard | Cllr Mick Baker |
| Cllr Josephine Parish | |

AGM | APPENDIX 6.2.

Task and finish group – NALC governance

Introduction:

- NALC's National Assembly set up a task and finish group on 5 April 2022 on governance to examine the effectiveness of NALC's committees and its election processes and to make recommendations requiring any constitutional change to the AGM. The TFG was convened by Cllr Paul Harvey.
- Several meetings of the task and finish group were held over the summer.
- On electoral processes the task and finish group recommended to Assembly that the Association continue with the use of an electronic platform and that the AGM consider a proposal from the floor of the assembly to consider a move to a single transferable voting process. This is the subject of another motion on the AGM agenda.
- The group also received several recommendations for broader change including a proposal to move to a different base for calculating affiliation fees which it rejected as being outside the scope of its work, although it is of course always open to any county association to make such a proposal on this or any other matter, for consideration by the assembly.
- The group also considered how to increase interest in participating in the work of the county and national associations and the assembly agreed several steps on the 4 October to work to improve this in the first half of 2023.
- Several possible changes were identified which will require further consideration and consultation and possible amendments to the Association's standing orders which will be the subject to the agreement of the National Assembly.

Task and finish group - Recommended changes to the constitution

The Task and finish group will continue its work but has identified the following changes to the constitution for consideration by today's AGM. Any other changes that emerge as it concludes its work will be brought to a future AGM.

- Membership section – amend section b to include reference to unitary authorities

"The National Association shall be organised as a number of independent, self-governing associations based on one or more counties or unitary authorities in England, established by the Local Government Acts 1972 and 1992, or on a regional grouping of these bodies except in London, where there shall be a Greater London County Association.

County Associations section – include reference to regional groupings to reflect current position e.g., FEMALC, SERCAF etc.

Insert new d) County associations may be organized into regional groupings to support their work

Annual and Special General Meeting section – amend to clarify that county associations, regional groupings and policy committee can submit motions to the AGM.

The chief executive, or in an emergency such other person as the assembly shall appoint, shall convene an annual general meeting on a date to be fixed by the assembly. the business of the annual general meeting shall be: -

- To elect the president and any vice-presidents.
- To receive the annual report of the assembly.
- To receive the audited accounts for the preceding year.
- To appoint auditors.
- To determine, on consideration of the recommendation of the assembly, the subscription of each county association, and to be effective from April 1st the following year.
- To receive such presentations relating to the National Association as may be arranged.
- To consider such motions as may have been submitted by County Associations, regional groupings or the Policy Committee
- County Associations or the regional federations or the Policy Committee may submit motions for debate at the Annual General Meeting, provided that notice of motions are given in writing no later than 42 clear days before the date of the Annual General Meeting. Amendments to such motions should normally be submitted in writing at least 7 days prior to the AGM.

- Quorums – amend relevant sections to read one third of those entitled to attend and vote (including remote attendance) for AGM and National assembly

“The quorum of a General Meeting shall be one third of those entitled to attend and vote (including remote participation)”

- The Assembly section – amend c) to allow county associations to appoint a representative to attend in the absence of their nominated representative or their deputy.
- “A County Association in England may nominate one person to act as deputy for its member on the Assembly. If neither the nominated representative nor the deputy is available for a particular meeting, a County Association may appoint another person who is a member of their executive to attend and that person shall enjoy full voting rights.”

A number of typos were also identified which will be addressed in line with NALC’s style guidelines.

You can read more about the work of TFG here

@ NALC 2022

| <div>NALC</div> <div>BUDGET 2023/24</div> | | | £ | 1,900 |
|---|-----------|-----------|---|-------|
| | | | | 7.42 |
| | | | | 3.00% |
| | Actual | Budget | | |
| | 2021/22 | 2021/22 | | |
| <u>INCOME</u> | £ | £ | | |
| Affiliations | 1,143,805 | 1,132,700 | | |
| Publications & Events | 8,958 | 22,500 | | |
| Commissions & Other Income | 90,707 | 77,000 | | |
| Development & Project Income | 30,592 | 30,000 | | |
| | 1,274,062 | 1,262,200 | | |
| EXPENSES | | | | |
| Accomodation,Insurance, Repairs & maintenance,includes It Website development | 195,876 | 145,500 | | |
| Net staffing after recharges incl agency, consultancy, planning support | 886,076 | 942,760 | | |
| Democracy | 8,828 | 24,500 | | |
| Promotions | 8,906 | 20,000 | | |
| Operating expenses & sundries | 120,029 | 127,250 | | |
| | 1,219,716 | 1,260,010 | | |
| Surplus/(deficit) before Reserve | 54,346 | 2,190 | | |
| Reserve tfs | - | | | |
| Surplus/deficit after reserves | 54,346 | 2,190 | | |

| | | | | | | | | |
|-----------|-------------------|-----------------|-----------------|---|-------|---|-------|-------|
| £ | 1,920 | £ | 1,978 | £ | 2,037 | £ | 2,118 | cap |
| | 7.49 | | 7.71 | | 7.94 | | 8.26 | pence |
| | 1.00% | | 3.00% | | 3.00% | | 4.00% | |
| Budget | Indicative Budget | Indicative Plan | Indicative Plan | | | | | |
| 2022/23 | 2023/24 | 2024/25 | 2025/26 | | | | | |
| £ | £ | £ | £ | | | | | |
| 1,154,027 | 1,198,648 | 1,234,607 | 1,283,992 | | | | | |
| 35,000 | 65,000 | 65,000 | 65,000 | | | | | |
| 77,000 | 77,000 | 82,000 | 82,000 | | | | | |
| 30,000 | 30,000 | 30,001 | 3,000 | | | | | |
| 1,296,027 | 1,370,648 | 1,411,608 | 1,433,992 | | | | | |
| | | | | | | | | |
| 155,500 | 163,500 | 163,500 | 163,500 | | | | | |
| 949,162 | 1,012,411 | 1,022,517 | 1,029,700 | | | | | |
| 24,500 | 36,000 | 48,000 | 48,000 | | | | | |
| 20,000 | 20,000 | 20,000 | 20,000 | | | | | |
| 127,500 | 137,500 | 140,500 | 142,500 | | | | | |
| 1,276,662 | 1,369,411 | 1,394,517 | 1,403,700 | | | | | |
| | | | | | | | | |
| (25,000) | | | | | | | | |
| (5,635) | 1,236 | 17,092 | 30,292 | | | | | |