**DRAFT Minutes of a Meeting of the Executive Committee**

**Date:** Thursday, 3 April 2025
**Time:** 6.00pm
**Venue:** Via Zoom

**Present:**

* **Executive Members:**
Alan Porter (Chair), Richard Page (Vice-Chair), Isaac Bamfield, Gareth Cope, Amanda Davis, Jim Harmsworth Cowles, Madan Samuel, Ray Cotton
* **Also in Attendance:**
Chris Haine (CEO), Liz Hodges, Ruth Waller (Minute Taker)

**1. Apologies for Absence**

Richard Crighton

**2. Minutes of Previous Meeting**

The minutes of the Executive Committee ‘Away Day’ held on **25 January 2025** were confirmed, subject to the following amendments:

* Liz Hodges to be added to the list of attendees.
* Amanda Davis requested that it be noted she did **not agree with the proposals** discussed (specifically the name change and the proposal to become a Company Limited by Guarantee) and was unable to vote due to absence.

The minutes of the Executive Committee meeting held on **25 November 2024** were also agreed and confirmed.

**3. Update on Transitional Arrangements and Potential Move to CLG**

It was noted that only **eight councils** were represented at the commencement of the meeting.

In line with GAPTC’s Constitution, the Chair adjourned the meeting for 30 minutes. Upon re-convening, **only nine councils** were represented, which did not constitute a quorum.

Accordingly, the meeting was declared **inquorate** and is to be **rescheduled** within one month.

* **New meeting date confirmed:** Thursday 10 April 2025, commencing at 7.00pm.
* It was confirmed that **representation** at the reconvened meeting will be drawn from **fifteen councils**, and **either clerks or councillors** may attend on behalf of those councils.
* A query was raised regarding the use of **electronic votes**; it was confirmed that **there is no provision** in the Constitution for electronic votes to be considered.

**4. CEO Report**

The CEO report was received and noted, covering:

* Internal organisational matters
* Review of staffing arrangements
* Regional CALC activity
* Developments regarding **Devolution**

**Note:** Ruth Waller left the meeting during the discussion on staffing matters.

**5. Summary Financial Reports**

The summary financial reports were received and noted without comment.

**6. Date of Next Executive Committee Meeting**

The date of the next EC meeting, Thursday, 29 May, 6.00pm, at Quedgeley was noted.