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**Minutes of the EXECUTIVE COMMITTEE meeting held on 25 May 2023**

In Person

**The meeting commenced at 6pm**

**Present:** Steve Ponting (Chair), Richard Page (Vice-Chair), Jacqui Webster (Clerk rep), Ray Cotton, Steve Wilcox, Alan Porter, Jim Harmsworth Cowles

\*Isaac Bamfield willing to join via Zoom but office had technical difficulties and meeting was quorate

Alison Robinson (CEO), Dawn Laird (Deputy CEO) and Kerrin Cocks (Strategic Support Officer)

**MINUTES**

New member Steve Wilcox welcomed, and Nick Penny’s resignation noted.

1. Apologies received from Sandra Mitchell and Richard Crighton
2. Actions from 8 March meeting completed and minutes approved.
3. Updated circulated prior to meeting. The Chair commented on the slow progress of hybrid meetings and sanctions. Vice-Chair added:

Next National Assembly Meeting 12 July

As a member of NALC’s policy committee, they have now met 5 times and responded to consultations which the Vice-Chair can make available to members on request. One consultation regards CIL money which is no longer discretionary, it must be paid to the council.

1. CEO’s report was noted; the usefulness of the inclusion of staff workload was highlighted. Discussion regarding a possible exclusionary period for new members to avoid councils joining when they have a problem. This would necessitate an amendment to the GAPTC constitution.

**ACTION**: AR Review constitution and suggest possible actions which might include a caveat for renewal and/or a joining fee.

1. Financial summary received and new format approved.
2. Staff change noted with thanks.

**ACTION**: AR to present options sheet to EC regarding recruitment and continuation of Strategic Support role.

*Liz Hodges arrived at 6.25pm*

1. Summary received with comments: Alan highlighted increased political activity at parish level; Steve W discussed Quedgeley’s work with local schools; Richard P noted Norton’s recent contact with local school and that The Leigh PC has no councillors and a merge with Norton PC may take place.

**ACTION**: AR Revive elections work with GRCC regarding recruitment and elections

**ACTION**: KC Work on Strategic Objective regarding raising profile of sector and public awareness PR campaign

**ACTION**: Councillor networking topic on raising awareness of the work of parish councillors in schools

1. Update received with comments: Award demonstrates to community that you are a quality council; Councils that use GAPTC internal audit service are ‘ready’ to apply so promote award that way; consider different subs discounts for the different levels of the award, starting with the biggest for Foundation level; possibly include a discount for the Civility & Respect Pledge

**ACTION**: All EC members to submit feedback regarding networking sessions to KC.

1. Update received with comments: agreed it’s best to group councils geographically and ensure the hubs have similar electorate totals.

**ACTION**: KC to establish

1. EC Away Day agreed for August; agreed to EC member should have the opportunity share something that’s happening at their council and that these cover a host of topics to facilitate discussion and learning; roles of EC members will be discussed and finalised, incl participation in ‘roadshows’.

**ACTION**: KC to send out Doodle Poll to determine best date; KC to book venue with Geraldine at Churchdown PC and catering as per last away day

Note date of next meeting: 22 June online. Please note this has changed from the 26th and a new meeting invitation will be emailed.