



**Lancashire & Merseyside Association of Local Councils**  
**(Affiliated to National Association of Local Councils)**

# **Annual General Meeting**

## **2022~2023**

**Lancashire Association of Local Councils**

**T: 01772 750 900**

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To: Member Parish & Town Councils  
& LALC Executive Committee

**The 79th Annual General Meeting of the Association**

held on Saturday 4th November 2023 at 2.30 pm  
at Lancashire County Council County Hall, Preston

**A G E N D A**

1. Welcome & Introductions
2. Minutes of the 79<sup>th</sup> Annual General Meeting – to confirm and sign
3. Updates from the minutes
4. Annual Report – Chairman Phil Orme  
Accounts 2022/23 – Chief Officer Debra Platt  
**Decision:** to adopt the Annual Report and Financial Accounts covering period 1 January 2022 to 31 March 2023
5. Budget proposal for 2023/24  
**Decision:** to adopt the Budget proposal for 2023/24
6. Officers and Auditors  
**Decision:** to agree the appointment for 2023/2024, nominated are  
President: Rt. Hon. Sir Robert Atkins  
Vice-Presidents: Cllr Colin Peacock Cllr Eunice Houghton  
Cllr Alan Neal Cllr Phil Orme  
Mr Brian Anderson  
Treasurer Mrs Debra Platt  
Accountants JDH Business Services Ltd
7. Motions from Member Councils
  - a) Ellel Parish Council discussing 20 MPH measures
  - b) Broughton in Amounderness Parish Council 20 MPH enforcement
8. Open Forum
9. Close of Meeting

Debra Platt  
Chief Executive Officer



## Lancashire Association of Local Councils

### Minutes of the 78th Annual General Meeting of the Association

held on Saturday 12th November 2022 at 2.00 pm  
at Lancashire County Council County Hall, Preston

Present

Rt Hon Sir Robert Atkins	President
Cllr Phil Orme	Chairman
Mr B Anderson	Treasurer
and 28 member councils	

In attendance

Mrs D Platt	Membership & Engagement Officer/CO
Mrs V Watson	Training Officer

1. Welcome and Introductions
2. Minutes of the 77<sup>th</sup> Annual General Meeting were **agreed**.
3. Updates from the minutes
4. Annual Report – Chairman Phil Orme

Chair presented his report which had been circulated with the papers (and appended).

Chair thanked everyone for the work done to transform LALCs prospects but stressed there was still more to do working on relationships with member councils, LCC, SLCC, other bodies whilst bringing back into membership lapsed councils.

The Right Honourable Sir Robert Atkins echoed the Chair and the need to make local councils aware of LALCs services.

Accounts 2021/2022 – Treasurer Brian Anderson

The accounts had been circulated in the agenda pack. In summary, LALC had operated at a loss which can be seen in the papers, this loss matches redundancy payment figure. Treasurer explained details of the income and expenditure and balance sheet reports and that the banks had not been closed down yet because of late arriving amounts. The PTTL accounts were not in the pack but which contain all the training fees and expenditure.

**Approved:** to adopt the Annual Report and Accounts for 2021/2022

**Approved:** approval to give delegated powers to the Executive to approve two sets of accounts information from 1<sup>st</sup> April 2022 to close of banks and record a final closure note.

Chairman Cllr Phil Orme made a presentation to Mr Brian Anderson on his retirement from serving LALC as its Treasurer and made a proposal to add on to item 6 that Mr Anderson is made a Vice President of LALC.

The Right Honourable Sir Robert Atkins agreed and thanked Mr Brian Anderson for being so articulate and precise at the Treasurer.

5. Budget proposal for 2022/23

**Approved:** to adopt the Budget proposal for 2022/23

6. Officers and Auditors

**Approved:** to agree the appointment for 2022/2023, nominated are

President: Rt. Hon. Sir Robert Atkins

Vice-Presidents: Cllr Colin Peacock Cllr Eunice Houghton

Cllr Alan Neal Cllr Phil Orme

Mr Brian Anderson

Treasurer Mrs Debra Platt

Accountants tbc

7. Motions from Member Councils – none submitted

8. Open Forum

Cllr Alan Neal – Local Boundary Commission – the current consultations and proposals to move boundaries affects the whole of Lancashire. Cllr Neal urged members to look at the proposals for their area and get involved by sending in responses to the process.

Members discussed areas moved previously and again in these proposals. The deadline for the process is 3<sup>rd</sup> December and the Chairman of the Parliamentary Boundary Review is the Chair of the House, Sir Lindsay Hoyle.

The process uses a fixed point in time, this is the Law and Parliamentary review periods were moved from 15 years to 8 year reviews. Scotland do take into account forecasted figures and England needs to do the same.

9. Close of Meeting

Chair closed with saying this was a productive meeting and thanked all attendees for their presence.



**Lancashire & Merseyside Association of Local Councils**  
**(Affiliated to National Association of Local Councils)**

# **Annual Report**

## **2022~2023**

**Lancashire Association of Local Councils**

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## **Chairmans Report**

Last year I reported on how the ship had been steadied and was hopefully on a path to financial security and improved member offer. I described all the new initiatives and changes that we had already put in place and others we were going to take forward. This year I am proud and pleased to say that all changes have been consolidated and everything that we wanted is coming to pass in the safe hands of our Membership Services and Engagement officer cum Treasurer Debra and our training officer Val.

The relationships we have with our partners at LCC, SLCC, LRSP, LBKVC and others continue to flourish and our involvement Regionally with the Northern Group of Local Councils and Nationally with NALC continues with our reps being active and effective members. Debra and I were even invited and went on a trip to the Speakers house in Westminster.

This year, through joint working with LCC, has seen us able to employ an area committee support officer who many of you will already have met, his goal is to resurrect defunct area committees or revitalise dormant ones and is also able to offer help to those that are active and flourishing. Without the area committees the County Association would not exist they are a vital part of the whole. In the same project with LCC, Debra is working on providing CiLCA training and other support so that we can continue to raise the standard of the sector locally.

So, after a year of change and a further year of consolidation I can truthfully say we have now got a County Association that stands comparison with any other County Associations around England. It is more professionally run, financially secure and is providing its members with what we think they need and deserve. I am proud, along with my fellow Finance & Management team members, to have played a small part in this transformation.

That said we are not complacent and are aware, in this everchanging world, that the demands and requirements of the sector will need us to continually up our offer. Suggestions on how we can improve are always welcome.

I will close as always by saying it's been an honour and a privilege to serve you as your Chairman and to say thank you to the team Debra, Val, John, the F&M members and wider Executive for all their efforts and input over the last year.

**Cllr Phil Orme**  
Chair LALC

## **Membership & Engagement**

Membership has risen again slightly with both new and returning members. Increases in the number of Councils in membership will lower the fees for all.

The number of Advice contacts made with the office is regularly high and they are all dealt with as efficiently as possible. Where there has been a gap in service for specific types of advice this has been investigated and satisfied with retained services.

A new working relationship with Lancashire County Council has been established and a partnership project was agreed at the end of 2022/2023. This project incorporates some joint working towards the Parish Charter, increasing and developing new training opportunities for Councils/Councillors on offer by LALC, developing and building the Area Committee network and offering Clerk training. This project will be ongoing through 2023 and 2024 and will be reported on at the 2024 AGM.

### **Debra Platt**

Membership Services & Engagement Officer

## **Training**

Training has gone well again this year. The regular 'Whistlestop tour for new councillors & clerks' training is an ongoing course run several times this year to cover all the changes happening within councils. Attendance is always good, and the sessions always generate lots of questions and good feedback.

The trainer we use for Planning has now expanded the courses available. We run 'Planning for Parish & Town Councils' as before but now offer 'Understanding Neighbourhood Plans' too, which was well attended.

Running alongside these training sessions presented by individual trainers, we also offer other training subjects delivered by multiple organisations. It is important to offer a variety of training subjects such as Social Media, Communications, Finance, etc.

In the new year we are offering a number of LCC subsidised places for two training opportunities, '7 steps to being a good employer' and three different 'Civility & Respect' training courses. At the moment these have had a slow response but hopefully in the new year people will come on board and book places.

### **Val Watson**

Training Officer

## **Area Committee Network**

Area Committees were a focus and through the SLA secured with LCC we have been able to employ an Area Support Officer to take the rebuilding of the Area Committee network forward through 2023/2024.

# Lancashire Association of Local Councils

## Financial Statements

For the fifteen month period ended 31st March 2023

Index to the Financial  
Statements for the  
Accounting Period ended  
31st March 2023

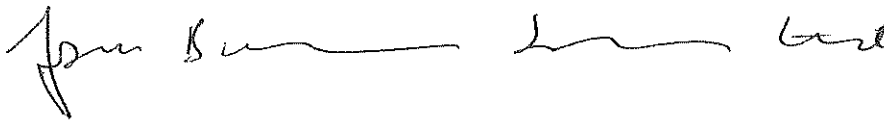
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Notes to the Financial Statements	4-5



**ACCOUNTANT'S REPORT**

In accordance with the instructions given we have prepared, without carrying out an audit, the financial statements set out on pages two to five for the accounting period ending 31 March 2023 from the books and records supplied and from the information and explanations received.

A handwritten signature in black ink, appearing to read 'Jon Burrows', written in a cursive style.

**JDH Business Services Ltd**  
**Carreg Lwyd**  
**Cefn Bychan Rd**  
**Pantymwyn**  
**Flintshire**  
**CH75EW**

**Lancashire Association of Local Councils**  
**Income and Expenditure Accounts**  
**For the 15 Month Period ended 31st March 2023**

	Notes	2022/23 £
<b>INCOME</b>		
LALC Membership fees		41,634
NALC Membership fees		41,975
Training		5,831
Area Secretary fees		2,417
Bank Interest Received		204
		<hr/>
Total Income		92,061
<b>EXPENDITURE</b>		
Affiliation Fees to National Association		41,593
Staff Costs		26,573
Conference/Promotion/Support		2,238
Office, IT and phone costs		2,148
AC Area Secretaries		1,736
Training		2,004
Accountancy fees		590
Depreciation - office IT equipment	1,2	476
Miscellaneous costs		319
		<hr/>
Total Expenditure		77,677
		<hr/>
<b>Surplus for the accounting period</b>		<u><u>14,384</u></u>

**Lancashire Association of Local Councils**  
**Balance Sheet as at 31 March 2023**

		2022/23	
	Notes	£	£
<b>FIXED ASSETS:</b>			
Tangible Fixed Assets	3		1,046
<b>CURRENT ASSETS:</b>			
Cash at bank and in hand		95,716	
Debtors	4	-	
		95,716	
<b>CREDITORS:</b> Amounts falling due within one year	5	590	
		590	
<b>NET CURRENT ASSETS</b>			95,126
<b>NET ASSETS</b>			<b>96,172</b>
 <b>Financed By:</b>			
<b><u>General Reserves:</u></b>			
Opening Reserves		-	
Funds from prior entity	6	68,418	
Revenue surplus for the period		14,384	
Carried forward reserves		82,802	
<b><u>Restricted Reserves:</u></b>	7		
<b>Lancashire County Council SLA:</b>			
Opening Reserves		-	
Surplus for the period		13,370	
Carried forward reserves		13,370	
 <b><u>Total Reserves</u></b>			<b>96,172</b>



<b>4 Debtors</b>	2022/23	
	£	
Debtors	-	
	<u>-</u>	
	<u>-</u>	
<b>5 Creditors: amounts falling due within one year</b>	2022/23	
	£	
Creditors	-	
Accruals	590	
	<u>590</u>	
	<u>590</u>	
<b>6 Funds from previous entity</b>	2022/23	
	£	
The following start up funds were received from the previous entity:		
Previous LALC PTTC funds	27,472	
Previous LALC closing bank funds	10,330	
Previous LALC bank balances transferred 06/01/2022	30,466	
Miscellaneous previous LALC items	150	
	<u>68,418</u>	
	<u>68,418</u>	
<b>7 <u>Restricted Reserves:</u></b>	2022/23	
	£	£
<b><u>Lancashire County Council SLA</u></b>		
Brought forward Reserves		-
INCOME	13,370	
EXPENDITURE	-	
Surplus for the accounting period	<u>13,370</u>	13,370
Carried forward reserves		<u>13,370</u>



## Lancashire Association of Local Councils

Budget proposal for the financial year 1 April 2024 to 31 March 2025

LALC has been assessing its service to its members and considering how it can further enhance this without increasing membership fees much, or at all. NALCs subscription fee will rise again this year by 3%, as it did the previous year and this will put pressure on Councils membership fee totals.

LALC will continue to generate interest in the local council sector – and make membership more attractive for Councils to keep all members fees down.

<u>Expenditure</u>	£
Administration: all committed office expenses (website, telephony etc)	2700
Office [additional/replacements] equipment (if required)	200
Meeting venues/rooms (if required)	250
Insurance	600
Advice services	3300
Accountancy fees	750
Staffing: three p/t officers plus on costs (NI, WFH, mileage)	29000
Administration Officer (LC3 SCP34 x 14hrs)	
Training Development Officer (LC2 SCP20 x 7hrs) (part funded 3 mths)	
Area Support Officer	
Committed other expenditures	2000
Best Kept Village Award sponsorship	
Projects	
Area Committee building	600
Training support project	600
Membership building materials	250
Promotional materials, conference, leaflets	350
Membership promotion	2000
	<u>Total</u> 42600

<u>Income</u>	
LALC subscription fees	37000
Training fees	4500
Bank interest	1100
	<u>Total</u> 42600

### NALC element

Electorate of membership (assumed) including capped councils	530,425
NALC subscription fee pence/elector for 2024/2025	7.94
NALC Affiliation estimate (assumed) £	42,116



To: Member Parish & Town Councils  
& LALC Executive Committee

**The 79th Annual General Meeting of the Association**

will be held on Saturday 4th November 2023 at 2.30 pm  
at Lancashire County Council County Hall, Preston

**MOTION to 79th Annual General Meeting, Saturday 4th November 2023**

**From:** Ellel Parish Council

**Proposer:** Cllr .....Lisa Corkerry..... who is attending

**Seconder:** Cllr .....Sam Charlesworth.....who is attending

Council would like to propose the following motion(s) for discussion:

That LALC ask the National Association of Local Councils to pressure HM Government to ensure planned policy changes on 20MPH Speed Limits and other traffic calming measures consider the health, safety, and wellbeing of residents already experiencing the issues of high speed traffic and to ensure those free from these issues are not now subject to it. Further, that LALC work with Lancashire County Council Highways to lobby for support towards '20s Plenty' campaigns, maintain current 20MPH areas, implement new ones wherein there is support from residents for their implementation, and support further traffic calming measures wherein a town, village, or hamlet exists on high-use roads.

**Submission deadline – Monday, 23 October 2023**

Email to [office@lalc.org.uk](mailto:office@lalc.org.uk) entitled 'Motion to the 79th Annual General Meeting of the Association'



**MOTION to 79th Annual General Meeting, Saturday 4th November 2023**

Proposer: Cllr Pat Hastings who is attending

Seconder: Cllr ..... who is attending

**Broughton in Amounderness Parish Council** would like to propose the following motion for discussion:

**We ask that LCC & the police reconsider their stance as set out in the recent letter from Cllr Rigby (see below) the Parish Champion at LCC and ENFORCE the 20mph speed limit where designated. If this is not feasible all current schemes should be reviewed and those that are not functioning removed. A 30mph speed limit is enforceable.**

Cllr Rigby’s response: “Highway speed limits should be set to a level that is self-enforcing. That being a speed at which car drivers would normally drive without any measures to ensure compliance. The existing 20mph sign-only areas were a result of a historic countywide scheme. The suitability for inclusion was determined by the county council, the police, and the local county councillor. We would only consider introducing new 20mph zones if there has been significant development affecting the layout and nature of the road”.

There are a significant number of 20mph limits around the county none of which are enforced. This has been the situation since they were 1<sup>st</sup> designated for residential roads and by schools (time limited) in 2011 by the Labour administration. In 2013 County councillor Tim Ashton, who was responsible for transport, said that he hoped that within a generation the limit would change habits as it's not right to speed in residential areas.

When the Broughton bypass (James Towers Way) was opened in 2018 the “old” Garstang Road was designated 20mph, the traffic lights at the junction of Whittingham Lane/ Woodplumpton Lane removed and a prohibition of heavy lorries except for delivery.

Over the last five years there have been many incidents of speeding (SPID’s have recorded the last years speeds) along this stretch of road, accidents at the crossroads and damage to the road surface.

The Parish Council has brought this issue to the attention of the County Council officers and councillors, the police & crime commissioner and his deputy and the Department of Transport. (Our MP has raised this for us with them)

The “20 is plenty” national group have advised us and other counties examples and now Wales’s approaches considered. We are not alone with other Parishes in Lancashire experiencing these problems.



County Executive Committee (for information only)

The names of the Committee for 2023/2024 as elected by Area Committees and by the Metropolitan Boroughs are:

Blackburn with Darwen (2 + Deputy)	Mrs E Smith, Ms J Smith
Bolton (3 + Deputy)	Cllr J Price, Cllr J Speight, Cllr J Bostocksmith
Burnley & Pendle (2 + Deputy) & (4 + Deputy)	Cllr A Neal, Cllr M Jkinson, Cllr M Royds
Chorley (3 + Deputy)	Cllr D Cranshaw
Fylde (3 + Deputy)	Cllr G Stead
Lancaster (3 + Deputy)	Cllr H Lewer
Oldham (2 + Deputy)	Vacant
Preston (2 + Deputy)	Cllr P Hastings
Ribble Valley (4 + Deputy)	
South Ribble (3 + Deputy)	Cllr E Houghton, Cllr K Martin
West Lancashire (3 + Deputy)	Cllr B Bailey, Cllr G Jones, Cllr C Ryley
Wigan (2 + Deputy)	
Wyre (4 + Deputy)	Cllr P Orme, Cllr J Finch
Merseyside ALC Knowsley (3 + Deputy) Sefton (3 + Deputy) St Helens (3 + Deputy)	Cllr J Parker, Cllr C Rose, Cllr I Hamilton Cllr D Hawley