



DRAFT

Lancashire Association of Local Councils
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LALC Finance & Management Committee

Minutes of the Finance & Management Committee meeting held virtually at 4.00 pm on Tuesday, 19 February 2025

Committee members attending:

Cllr Pat Hastings - Chairman
Cllr Darren Cranshaw
Cllr Alan Neal
Cllr Gordon Smith

Cllr Keith Martin
Cllr Iain Hamilton
Cllr Phil Orme

Officers: Debra Platt

1. Welcome and apologies

Apology from Cllrs Jan Finch, Ian Hamilton.

Members discussed the AGM meeting. Executive Members should only express collective views and decisions.

2. To approve the Minutes of the meeting held on 7 January 2025 circulated.

Cllr Hamilton's apologies need to be put on the minutes.

Agreed: Minutes were agreed.

3. Matters arising

4. Officer updates to be received

4.1 Finance updates to 31/12/24 – circulated. **Received**

4.2 Area Support Officer update report – circulated. **Received**

5. Key issues arising from the AGM, 2 December 2024

Constitution – the working group set up to work on amendments and updates to the constitution had met a number of times and submitted an update report about the work and how this has led to a review of staffing.

It was noted that Appendix 1 would be updated once a year and issued.

Cllr Neal offered thanks to Cllrs Cranshaw, Hastings and Smith for their hard work.

Members went through the document in detail.

Agreed: The Constitution was approved. It will go to NALC for its comment. It will go to the Executive Committee in March. It can be presented to an EGM, which it is hoped will be on 7th June for acceptance by the Membership.

Staffing – the working group had also assessed the roles and staffing and presented four job descriptions. Three were current roles revised and one was a new role to

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take work from the Chief Executive in light of the amount of work and forthcoming devolution changes. The new structure was within the budget presented and approved by the AGM November 2024.

Agreed: F&M approved the proposed staff structure to go to the Executive Committee on 8th March.

6. Recommendations to the full executive 8th March 2025.

Constitution

Staffing structure

Devolution plan

Conference discussion

NALC website downloads (sorted)

Speeding traffic (KM looking in to this)

7. Any items to be discussed for future agenda or actions

8. Future meetings listed below – for your diary

Chair closed the meeting.

LALC calendar 2025

Finance & Management Wednesdays at 4.30 to 5.30pm Virtual	Executive Saturdays at 10am virtual unless indicated
Tuesday 7 January 2025	
Wednesday 19 February 2025	
Wednesday 2 April 2025	Saturday 8 March 2025 Exec AGM
Wednesday 14 May 2025	
Wednesday 2 July 2025	Saturday 7 June 2025 Face to face also LALC Spring Conference tbc
Wednesday 13 August 2025	
Wednesday 24 September 2025	Saturday 30 August 2025
Wednesday 3 December 2025	Saturday 1 November 2025 AGM @ LCC conference tbc
	Saturday 13 December 2025