

CHELMSFORD ASSOCIATION OF LOCAL COUNCILS

Supporting Parish and Town Councils in the District of Chelmsford

Chair: Cllr Joe Parsad

Clerk: Louise Flavell email: clerk.chelmsfordalc@gmail.com

COMMITTEE MEETING

MINUTES OF THE MEETING HELD: 8th September 2026 via TEAMS at 6.30pm

Chair of the Meeting: Joe Parsad

Present: Melanie Williamson and Margaret Bleet

1. Apologies for Absence

Apologies for absence were received and agreed for Anton Shelupanov, Alan Roche and Andrew Wright

2. Minutes of Meeting – 12th August 2026

The minutes of the meeting held on 12th August 2026 were agreed.

3. Matters Arising from Committee Meeting

It was noted following the recent LGR announcement, it was important to invite Cllr Mark Webster Cabinet Member for Highways and Infrastructure to speak at the AGM.

4. AGM 21st October 2026 and Maldon/Brentwood Meeting

It was agreed for the AGM running order to include AGM business, the speaker and questions followed by a discussion on NALC membership and a change in constitution for the number of meetings in an election year to be 3 (instead of 4).

Clerk to draft a letter to NALC and circulate to Committee for review.

Clerk to invite Cllr Mark Webster to the AGM

Clerk to send invitation letter to Maldon/Brentwood Parish and town councils to attend the meeting after the AGM as an opportunity to liaise with other councils.

Alan Roche to confirm use of Little Baddow as a venue for the AGM.

5. Matters of Information

Margaret Bleet advised she would be attending the People's Emergency Briefing this week at Chelmsford Cathedral.

6. Date of next Committee Meeting

Next meeting Tuesday 13th October 2026 at 6.30pm.

There being no further business the Chair closed the meeting at 7.32pm.

Signed..... Date:.....