

CHELMSFORD ASSOCIATION OF LOCAL COUNCILS

Supporting Parish and Town Councils in the District of Chelmsford

Chair: Cllr Bob Kilvington

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

MEMBERS MEETING

MINUTES OF THE MEETING HELD ON: 14th August 2025 via Teams at 6.30pm

Chair of the Meeting: Bob Kilvington (Great Baddow)

Present:

Margaret Bleet (Broomfield), Geoffrey Garfield (Broomfield), Derek Drew-Smith (Chelmsford Garden), Lynn Ballard (Chignal), Mandy Hessing (Danbury), Veronica Sadowsky (Great Baddow), Steve Gilbert (Great Waltham), Alan Martin (Great Waltham), Joe Parsad (Rettendon), Mia Barnett (South Woodham Ferrers), Karen Jones (West Hanningfield)

In Attendance: Clerk of the Association

1. Apologies for Absence

Apologies were received and agreed for Anton Shelupanov (Roxwell) and Melanie Williamson (Chelmsford Garden). It was noted Derek Drew-Smith substituted for Melanie Williamson.

2. Minutes of Meeting

The minutes of the meeting held on 18th June 2025 were noted and agreed.

The Clerk confirmed 21 Councils had positively confirmed their membership, 1 Council had declined and 3 Councils had not confirmed.

The Executive Committee had met three times since the inaugural meeting and have:

- Considered the Constitution.
- Created a Framework Document
- Issued a Consultation

3. Constitution

The proposed amended Constitution was reviewed and further amended. The Constitution was agreed unanimously. Proposed by Steve Gilbert and seconded by Margaret Bleet. Members to confirm to the Clerk if they are able to offer a meeting venue for future face to face member meetings.

4. EALC Executive Committee Meeting

Bob Kilvington and Joe Parsad attended the EALC Executive Committee meeting on 10th July 2025 and discussed the following:

- Training hubs now created

- EALC have moved their offices to Feering
- Reports were received from each regional group
- The strategic direction of EALC including lobbying
- Workshops for asset acquiring through LGR
- AGM on 25th September

Bob Kilvington and Joe Parsad intend to take a paper, following the consultation, to confirm what EALC can do for CALC.

5. Consultation

CALC had received 7 responses by 13th August and members felt there had been a positive response to the consultation by councils.

Clerk to publish the full results when received.

Joe Parsad joined the meeting at 7.18pm.

It was suggested a meeting with Chelmsford City Council could take place prior to October, to discuss how LGR will be affecting local councils.

6. Matters for Information

Steve Gilbert advised there had been discussions regarding Neighbourhood Committees in relation to LGR.

Clerk to set up a Whats App group to enable member councils to share information. Members to send mobile numbers to the Clerk.

Bob Kilvington will be presenting the City Council Governance Committee in September and would report on which Parish Councils already attend.

Karen Jones to send details of West Hanningfields Councillor, who is both City and County Councillor, to Clerk.

7. Date of Next Meeting

Wednesday 15th October 2025 – 7pm – Great Baddow Parish Hall.

Guest speaker will be Nick Eveleigh, Chief Executive, Chelmsford City Council

There being no further business the Chair closed the meeting at 7.41pm.

Signed.....

Date:.....