



National Association of Councillors
Northern Ireland Region

Annual General Meeting

FRIDAY 2 OCTOBER 2020

TYRONE SUITE
GLENAVON HOUSE HOTEL
52 DRUM ROAD
COOKSTOWN
CO TYRONE
BT80 8QS



Welcome from the NAC NI Officers to our 2020 AGM and for those of you that have travelled here today, we are delighted that you have been able to join us.

To those of you that were unable to attend but have received a copy of this publication, we thank you for your interest and we hope to see you again soon in the future.

We encourage Members' Delegates from all councils to, when possible, attend the NAC bi-monthly members meetings as your input is highly valued and we feel that everyone can benefit through working together on items of common concern.

Please also spread the word to others that all elected members are welcome at these meetings, dates and venues are published on the Meetings Page of our website.

This handout includes:

- ❖ **2020 AGM Agenda**
- ❖ **2019 AGM Minutes**
- ❖ **2019 AGM Treasurer's Report**
- ❖ **2019 AGM Secretary's Report**
- ❖ **Certified Accounts for Year Ending 31st July 2020**
- ❖ **Pages for Meeting Notes**



2020 Annual General Meeting

Date & Time: Friday 2 October 2020 at 11:00am

Venue: Glenavon House Hotel
52 Drum Road
Cookstown BT80 8QS

Agenda

10.30am REGISTRATION & REFRESHMENTS

11:00am MEETING COMMENCES

1. Chair's Opening remarks
2. Minutes of AGM 2019
3. Secretary's Report 2020
4. Treasurer's Report 2020
5. Stand down of Officers

12-12.10pm COMFORT BREAK

6. Election of Officers
 - i. Executive Committee – 7 members
 - ii. Women's Representative
7. Date and location of the next meeting

12.30pm LUNCH



**MINUTES OF THE ANNUAL GENERAL MEETING –
GLENAVON HOUSE HOTEL, COOKSTOWN ON 4 OCTOBER 2019**

ATTENDEES

Aldermen

Michael Henderson	Angus Carson	Tommy Sandford	Fraser Agnew
Alan McDowell	Jim Speers	Maurice Devenney	Keith Kerrigan
Stephen Martin			

Councillors

Joe Boyle	Alison Bennington	Vera McWilliam	Billy Webb
Ryan Wilson	Eddie Thompson	Margaret Anne McKillop	Diana Armstrong
Sean Clarke	Errol Thompson	Victor Warrington	Hazel Legge
Beth Adger	John McDermott	Clement Cuthbertson	Robert Colvin
Christine McFlynn	Terry Andrews	Robert Burgess	Dermot Curran
Valerie Harte	Michael Ruane		

Guests:

Guest Speaker Andrea Winders of Disruptieve, NAC UK General Secretary Cllr Brian Nelson, NAC UK Finance Officer Cllr Ken Wyatt, NILGA President Cllr Frances Burton, NILGA Head of Policy and Governance Karen Smyth, NILGA Regional Development Manager Fiona Douglas, AILG President Cllr Michael Cahill, AILG Co Director Mr Tommy Moylan, LAMA President Cllr Micheál Anglim and LAMA Vice Chairman Cllr Terry Shannon

Minutes: Kate Wilson

APOLOGIES

Aldermen

John Smyth	Jim Rogers	Norman F Hillis	Allan Bresland
David Drysdale	Amanda Grehan	Tommy Nicholl	

Councillors

Paul Hamill	Thomas Larkham	Fiona Ferguson	Tracy Kelly
JJ Magee	Stephen Magennis	Dale Pankhurst	Joan Baird
Aileen Mellon	Jonathan Craig	Timothy Gaston	Rodney Quigley
Charlie Casey			

Pre-Meeting Welcome Addresses & Presentation

The NAC Secretary, Cllr Joe Boyle and the NAC Chair, Ald Michael Henderson welcomed all members and invited guests. They thanked everyone for travelling here and spoke about the importance of building relationships between our partnership organisations.

A minute silence was observed to pay respect for all members that have suffered bereavements within their family over the past year.

Following this a representative from each visiting organisation ~ NAC UK, AILG, NILGA and LAMA addressed the audience in turn, providing an overview of their activities and future plans. Apologies were noted for invited guests that were unable to attend due to illness and best wishes for recovery were extended to: – the NAC UK Chair Cllr Marie Garrity, NILGA CE Mr Derek McCallan and the LAMA Secretary Cllr Bobby O'Connell.

Ms Andrea Winders of Disruptieve then delivered her presentation followed by Q & A's.

MINUTES OF THE NAC ANNUAL GENERAL MEETING – FRIDAY 4 OCTOBER 2019

Apologies

These have been recorded in the Attendance Registration Book and are as listed on page 1.

1. Minutes of last meeting

These were agreed by all as proposed by Cllr Thompson, seconded by Cllr Burgess.

2. Proposed Resolutions

None.

3. Treasurer's Report

The Treasurer, Ald Angus Carson's report is attached at Appendix A

Cllr McFlynn thanked the Treasurer and stated that during her year of service as Women's Representative on the Executive Committee, Ald Carson always provided a good honest report and she then proposed acceptance of today's report which was seconded by Cllr Warrington.

4. Secretary's Report

The Secretary, Cllr Joe Boyle's report is attached at Appendix B.

During this report a round of applause was made in recognition of our longest serving councillors who are in attendance today, Cllr Dermot Curran and Ald Jim Speers, and for Ald Jim Dillon, who also received a long service award. It was noted that Ald Dillon is making good progress on recovering from his recent illness and is now getting back into service again.

Proposal for acceptance of the Secretary's Report was made by Cllr Burgess and seconded by Cllr Speers.

5. Chairman's Remarks

The Chairman thanked the NAC UK and NILGA for inviting our officers to attend their Executive Committee Meetings, and also the AILG and LAMA for their conference invites.

He then thanked Cllr Boyle, Ald Carson and the Executive Committee for their support over the past two years whilst he has held the position of NAC Chairman, which he has thoroughly enjoyed.

He said that he was involved in the recruitment of a replacement Admin Assistant when Nick Rogers retired from this position in 2018 and he thanked Kate for her assistance in progressing the professionalism of the organisation, which was one of his aims as Chairman.

The Junior Vice Chair, Cllr Andrews thanked Ald Henderson for his service in the position of Chairman and he wished him all the best for the future.

6. Stand Down of Executive Committee

The Chairman announced that all Officers will now be stood down and the parties should decide on their representatives for the positions of Chairman, Secretary, Treasurer and Executive Committee members.

7. Election of Officers and Executive Committee Party Representatives

The election was presided over by Cllr Brian Nelson, General Secretary of NAC UK and nominations were made as follows:

Ald Tommy Sandford was elected as **Chairman**

Proposed by Cllr Thompson, seconded by Cllr Bennington

Cllr Joe Boyle was re-elected as **Secretary**

Unanimously decided

Ald Angus Carson was re-elected as **Treasurer**

Unanimously decided

MINUTES OF THE NAC ANNUAL GENERAL MEETING – FRIDAY 4 OCTOBER 2019

8. Election of Officers and Executive Committee Party Representatives - continued

Cllr Terry Andrews was elected as **Senior Vice Chair**

Proposed by Cllr McKillop, seconded by Cllr McFlynn

Cllr Alan McDowell was elected as **Junior Vice Chair**

Proposed by Cllr Billy Webb, seconded by Ald Martin

Cllr Beth Adger was elected as the **DUP member**

Proposed by Ald Tommy Sandford, seconded by Cllr Thompson

Cllr Robert Burgess was elected as the **UUP member**

Proposed by Ald Henderson, seconded by Ald Carson

Cllr Billy Webb was elected as the **APNI member**

Proposed by Ald McDowell, seconded by Ald Martin

Cllr Dermot Curran was elected as the **SDLP member**

Proposed by Cllr McKillop, seconded by Cllr Andrews

Cllr Charlie Casey was elected as the **SF member**

Proposed by Cllr Ruane, seconded by Cllr Harte

The **Independent member** had **no nominations**.

The **TUV member** had **no nominations**.

Ald Amanda Grehan was elected as the **Women's Representative**

Proposed by Cllr Billy Webb, seconded by Ald McDowell

The outgoing Chairman, Ald Henderson passed the Chain of Office on to the incoming Chair, Ald Sandford who then took his place at the top table. Ald Sandford thanked Cllr Nelson for his assistance today and said that he was pleased to be taking over the role of Chairman of the NAC and he also thanked Ald Henderson for his input during his role as Chair with the NAC.

9. Date of next meetings

The next Executive Committee Meeting will take place on Monday 7 October in Carrickfergus, newly elected EC Officers were asked to see Kate to collect the papers.

The next Members' Meeting will be hosted by Newry, Mourne and Down District Council on Wednesday 20 November 2019 and there will be a presentation by Social Enterprise NI at this meeting.

Full details will be circulated to all members' delegates and published on the NAC website.

Members' and guests were informed that lunch would now be served in the hotel restaurant and the meeting ended.

APPENDIX A

TREASURERS REPORT – Alderman Angus Carson

“Officers and Members

The annual accounts for the period August 2018 to July 2019 have been verified and signed off as an accurate reflection of underlying receipts and records by H Young Accountants Ltd and a Statement of Accounts is included in the handout that you have received here today.

As you will see the organisations finances remain in a positive position which has been achieved by our continued careful monitoring of outgoings over the past year.

The only source of income for the organisation is the annual membership fees that are paid by all councils in relation to their Elected Members. Fees are invoiced to councils around March each year and payments are normally received between April and July, before the end of our financial year.

Our main Expenditure items are: the administrative assistant’s salary and office running costs, the NAC UK affiliation fee, awards sponsorship (for NILGA and SENI), AGM costs and the annual officers’ honorariums. Other incidental purchases are discussed and approved by the Executive Committee throughout the year.

Once again I thank you for your continuing confidence in my duties as Treasurer. If anyone has any questions, please ask and I’ll do my best to answer them.”

Alderman Angus Carson
Treasurer

APPENDIX B

SECRETARY'S REPORT – Councillor Joe Boyle

Once again, I am delighted to welcome you all to the Glenavon House Hotel here in Mid-Ulster for our 2019 AGM. I thank all our guests and members that have travelled from far and wide to be here today and I hope that you will find the event both informative and enjoyable.

Over the past year we have been working to build upon relationships formed in the past with our counterpart organisations, and I can report that we have made very good progress in this area, firstly, by meeting with officers from the Association of Irish Local Government (AILG) and the Local Authority Members Association (LAMA) to discuss items of common interest for our respective local councillors. Therefore, it gives me great pleasure to see representatives from both organisations in attendance here today and I trust that our links will continue to develop over the coming year.

Secondly, continuing on this theme, I welcome our colleagues from the NAC UK, and I am happy to report that we are now circulating details of their events and training courses to all 462 elected members and members' services officers at the 11 councils in Northern Ireland. We also publish this information on our website and in our newsletters, in fact, a number of our members' delegates have been regular attendees at the NAC UK conferences over the past year, which we feel is mutually beneficial and strengthens our affiliation.

Lastly but not least of all, I wish to convey our thanks to the NILGA Chief Executive and Officers who have been supporting and working closely with us over the past year in relation to:

- Progressing the review of the Councillor Code of Conduct with the Department for Communities.
- Arranging to accompany us to meet with the Ombudsman, whose office is responsible for investigating complaints made against councillors under the Code of Conduct.
- Providing input to councillor training requirements with the Local Government Training Group.

NAC Executive members have also been invited to attend the NILGA Executive meetings and their Elected Member Development meetings and we hope to build further on this relationship, over the coming years.

One of our highlights of the past year was the introduction of a new award for Long Serving Councillors. This is a local initiative created by the NAC Executive Committee and three awards were presented last October at the Local Government Awards evening. Long serving councillors set an example to others and we feel that it is important that their dedication and commitment is recognised and celebrated.

The Long Service awards were made as follows:

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For over 45 years' service - Councillor Dermot Curran of Newry, Mourne & Down District Council.

For over 40 years' service – Alderman Jim Speers of Armagh City, Banbridge and Craigavon Borough Council and Alderman Jim Dillon of Lisburn & Castlereagh City Council.

We also sponsored a category for councillors in the Northern Ireland Local Government Awards and provided a judging panel to examine the entries and decide upon a winner and, for the first time, we provided sponsorship to Social Enterprise Northern Ireland for their Annual Awards Event. Other actions that the NAC have been involved in over the past year were:-

- A meeting at Stormont House with the Special Advisor to the Secretary of State, Mr Kris Hopkins.
- Providing Friends of the Earth the opportunity to present details on their request to NILGOSC (the local government pension scheme providers) for divestment from fossil fuels; this information was then circulated to all elected members.
- Requesting SRA Allocation Distribution from all councils, summarising this information and reporting back to our members on it.
- Making a request to the SOLACE Chairman for their members to discuss uniformity across all councils in relation to the provision of resources, materials and benefits to councillors.
- Writing to all Government Departments providing details of our organisation and requesting that we are included in any relevant consultations.
- Creating a new website with up to date content.
- Circulating regular and relevant information to all councillors.

The main aim of the NAC, is to provide information and advice to elected members that will help them when carrying out their role, our members' meetings provide a forum for councillors to voice their opinions and concerns, and exchange information and experiences and I encourage you all to continue to attend these meetings when possible, as your input is extremely important. I would further ask that you provide feedback from these meetings to your council and party colleagues so that everyone can benefit from knowledge sharing and working together, and this is particularly important now that there are now a number of newly elected councillors in office.

Earlier this year it was through one of our members' meetings that the NAC were tasked, by our members, with co-ordinating a formal protest, to voice their concerns on having to sign acceptance of the Code of Conduct to council chief executives, the Department for Communities and the office of the Northern Ireland Government Commissioner for Standards (the Ombudsman). For this we asked all councillors to sign a letter of protest and hand it in to their council, this campaign is ongoing and I would like to take this opportunity to thank those that have supported it, so far.....

FOR THOSE WHO HAVE NOT YET DONE SO, THERE IS STILL TIME TO SIGN AND SUBMIT YOUR LETTER!

On that note, I will take this opportunity to thank Alderman Stephen Martin for preparing the letters, from a legal perspective. The letters have provoked responses as NILGA and NAC delegates have been invited, by the Permanent Secretary, Mrs Tracy Meharg, to a meeting with DfC (Department for Communities) officials to give our initial views on the current legislative framework which is to be evaluated and reviewed by her department. Also, the ex-Ombudsman, Mrs Marie Anderson rang the NAC UK General Secretary about the letters of protest from elected members, Cllr Nelson explained that this was a regional matter, however Mrs Anderson did not contact the NAC NI region on this matter before leaving her post.

I would like to place on record my thanks to our Treasurer, Alderman Angus Carson, for his assistance throughout the past year and to all of the Executive Committee Members for their contributions to the monthly NAC meetings and their attendance at these and other external meetings and events representing the NAC.

For our outgoing Chairman, Alderman Michael Henderson, I would like to extend my appreciation for his input and support over the past two years. Ald Henderson has brought a wealth of information to the Executive Committee gained from many years of involvement with the NAC UK and NILGA, his knowledge and advice have been extremely helpful to this organisation. We look forward to seeing Michael at our members' meetings.

For the lady that sits by my side at meetings, I thank Kate for all of her hard work over the year and for organising today's event. Kate keeps me informed and then reminds me - time and time again when actions need to be taken until they are completed, which is very helpful.

Finally, I will take this opportunity to thank all councils and their staff that have facilitated our Members' Meetings throughout the year by providing premises and hospitality, also thanks to Mid and East Antrim Council for facilitating our monthly Executive Committee Meetings in Carrickfergus and I would ask that our appreciation is conveyed to the staff at the Town Hall and the Glass House Bistro for their catering services.


Thank you.



Councillor Joe Boyle
Regional Secretary



National Association of Councillors
Northern Ireland Region

 NAC Northern Ireland Statement of Accounts For the year ending 31st July 2020			
		2018/2019	2019/2020
Revenue			
	Membership fees	£ 35,720.00	£ 32,440.00
	Dept for Economy COVID-19 Small Business Grant		£ 10,000.00
	Bank Interest received	£ 49.85	£ 62.56
	Total revenue	£ 35,769.85	£ 42,502.56
Expenses			
Honorariums			
	Officers Honorariums	£ 12,000.00	£ 6,000.00
	Officers Mileage, Subsistence and Telephone	£ 1,338.90	£ 1,300.00
	Sub Total	£ 13,338.90	£ 7,300.00
NAC Office			
	Office running costs	£ 5,531.57	£ 5,040.66
	Administration Salary	£ 8,919.87	£ 8,868.72
	Sub Total	£ 14,451.44	£ 13,909.38
	General Expenses	£ 9,349.71	£ 9,625.33
which include inter alia	Room hire for executive committee	£ 48.60	
	NAC affiliation fee	£ 4,300.00	£ 4,300.00
	Website	£ 520.00	£ 520.00
	Bank charges	£ 41.89	£ 43.49
	Computer	£ 739.00	
	AGM	£ 870.00	£ 1,905.90
	Awards Sponsorship	£ 1,500.00	£ 1,600.00
	Total Expenses	£ 37,140.05	£ 30,834.71
	Income over Expenses	-£ 1,370.20	£ 11,667.85
Opening Balance			
	Ulster Bank Business Reserve Account	£ 370.54	
	Bank of Ireland Premium Business Reserve Account	£ 41,296.06	
	Business Current Account	£ 37,881.57	
Current Assets			
	Ulster Bank Business Reserve Account		£ 371.15
	Bank of Ireland Premium Business Reserve Account		£ 41,358.01
	Business Current Account		£ 49,486.86
	Total Assets	£ 79,548.17	£ 91,216.02
Current Liabilities	NAC UK Fees	£ 4,300.00	£ 4,300.00
Alderman Angus Carson, Treasurer			
Accountant's certification			
I can confirm for the year ended 31 July 2020 the above Income And Expenditure account is an accurate reflection of the underlying receipts and records.			
H Young Accountants Ltd			
41 Gregstown Park			
Newtownards			
Co Down			
BT23 8GW			
22 September 2020			

