

Minutes of the
ACL Council Meeting
held on 2 May 2019



at the office of Weightmans, Fenchurch Street, London

Council members present: Iain Stark, Chairman (IS), David Bailey-Vella (DBV),
David Cooper (DC), Francis Kendall, Vice-Chairman (FK),
Adam Grant (AG), Claire Green, Chair Elect (CG),
Jack Ridgway (JR)

Also present: Kirsty Allison, ACLT
Diane Pattenden (DP), Head of Operations

The meeting started at 1.15pm

Item	
1	Welcome and apologies
	IS welcomed JR to his first ACL council meeting. Apologies were received from Paul Bracewell.
2	Minutes of the council meeting held on 29 March 2019
2.1	The minutes of the council meeting held on 29 March were agreed. Parts of 5.1 were redacted prior to publication on the ACL website.
3	Actions following the council meeting held on 29 March 2019
3.1	DP will make contact with a firm of Solicitors used previously to seek advice on an employee handbook/GDPR and to review staff contracts.
3.2	DC to review the information pages on the website and consider additional links. DC also to provide details to DP for adding an interest calculator on the website.
3.3	FK to speak with SM regarding the possibility of holding the roundtable at DWF.
3.4	After some discussion it was agreed that an open forum should be held in Manchester. Friends House was suggested as a possible venue. CG/DBC to suggest alternative venues. It was agreed that a seminar (1 – 2 hours) should be held late afternoon, prior to the Forum.
4	LSB/CLSB/CLCA
4.1	A lengthy discussion took place regarding the LSB/CLSB/CLCA, the warning notices and recent communications. It was agreed to maintain a 'watching brief'.
4.2	A discussion was held on a recent request from the CLSB for the editor of the <i>Costs Lawyer</i> to publish comment, without amendment, on the LSB's warning letter. The council were of the opinion that the comment was, in places inaccurate and that whilst the CLSB was at liberty to publish it on the CLSB website ACL would not publish it.
4.3	Discussion took place regarding the level of interest expressed in a qualification course in the last year, previous attrition rates, minimum numbers for viability and the level of finance that would be required to run a course.

5	Education Update
5.1	DBV/KA reported on the recent seminars held in Manchester and London. The current lack of provision for qualification was discussed and IS asked KA/DBV to put together financial projections for running the course.
5.2	KA was also asked to provide some bullet points to CG for a meeting on 30 May with the CLSB.
6	FRC Working Party
	AG reported that the working party was set up and aiming to have a response to the consultation prepared by the end of May
7	PR update
	FK reported that he had no issues to bring to the council and that the PR function was running smoothly.
8	ACL regional meetings
	It was acknowledged that the anticipated level of attendance at the Liverpool and Manchester meetings was low but agreed that they should go ahead as planned. A London regional meeting will take place in the second half of the year.
9	Operations Report
9.1	The programme for the London Annual Conference has been finalised.
9.2	It was agreed that :- <ul style="list-style-type: none"> • CG will open the conference • Master James will be asked to speak on a topic of her choice; not necessarily costs related • FK, as vice-chair will sit on the top table and will introduce the first set of speakers up to the morning break. • JR will introduce the speakers after the morning break up to the lunch break • AG will introduce the afternoon speakers, to the break • DBV will introduce Master James and the panel • IS will chair the panel • Roving mics to be arranged for the panel session for DBV/FK/PB • DC will meet and greet speakers and cover the registration desk with DP • It was agreed that the event would be recorded and that DP would advise the speakers of the intention to record the day and to use sections of the recordings for webinars. • The drinks reception is booked to 8.30pm. DP will try to gain an extension on this and will order canapes for 40 – 50.
10	Date of next council meeting
	The next council meeting will be held on 6 June at 6pm.
11	Any other business
11.1	DP to invite the CLSB to attend the conference
11.2	IS officially stood down as Chairman after his 3 year tenure and handed over to CG. IS thanked all council members for their help during his work. DC thanked IS on behalf of all council members.
	There being no further business the meeting ended at 3.15 pm