

Minutes of the
 ACL Council Meeting
 held on 10 August 2018



at the office of Weightmans, Manchester

Council members present: Paul Bracewell (PB) David Cooper (DC),
 Claire Green (CG), David Wright (DW), David Bailey-Vella (DBV)

Attended via video call: Iain Stark (IS)

Attended by phone: Diane Pattenden (DP), Head of Operations

Apologies received: Kirsty Allison

The meeting started at 12 noon

Item	
1	Welcome and apologies
	IS welcomed newly appointed council member David Bailey-Vella to the meeting, extending the welcome to all.
2	Minutes of the council meeting held on 18 June 2018
	The minutes of the council meeting held on 18 June were approved for publication on the website, subject to minor amendments.
3	Actions following the council meeting held on 18 June 2018
	Revised action list agreed
4	The Future of ACLT
4.1	Discussion took place regarding how requests from current students who wish to defer their studies should be dealt with. Council members were unanimous in their agreement to maintain the commitment they made last year to support current students through to qualification and the requirement for the CLSB to accredit the current course beyond 2020 to enable current students who need to defer to qualify.
4.2	DP advised that the request to accredit the current course beyond 2020 for this purpose has been met by the CLSB with a request for financial information from ACLT. Council agreed that the finances of ACLT should not be an issue for the CLSB and that ACL needed assurance from the CLSB those students who had to defer for legitimate reasons should not be prevented from doing so. DP to forward a copy of the correspondence between LP/KA so that IS can write to LP to seek confirmation that the CLSB will extend accreditation.
4.3	Discussion took place on the proposed CLSB competency test and on the views expressed by members regarding the test .

4.4	KA has recently asked that one of the restrictions in her contract be removed. IS felt the request to be reasonable and no objections were raised. To be discussed further at the next council meeting.
5	CLSB request for ACL to sell shares
	DC has drafted a response to the CLSB's letter. The process of drafting the letter raised further questions and it was agreed that MA should be asked to attend the September council meeting to discuss the issue with council.
6	Confidential Item
	DP updated council and it was agreed to remove this item from future Agendas.
7	London Costs Conference 2018
7.1	DP reported that a full list of speakers has been agreed and that she will liaise with IS on allocating topics.
7.2	Rates were agreed at £200 plus vat for members, £250 plus vat for non-members and £100 for newly qualified members who were collecting their certificate at the event. DP raised the potential issue that some members may be relying on a 2 day conference in order to achieve their CPD for the year. She suggested that an 'advertorial' piece is run in the next Costs Lawyer to advertise the event, list speakers and highlight that the format of the London conference has changed. CG was asked to write the article and liaise with DP/NR.
8	London Costs Conference 2019
	DP advised that the Cavendish Venue was not available for a Friday in May. It was agreed to check availability for June.
9	Bill Format Seminars
9.1	DP reported that 80% of attendees had rated the Bill/Excel training workshops as excellent and 20% as good.
9.2	DP will follow up with KA on her suggestion of 2 further courses; one on Advanced Bill Drafting and one on an Introduction to Negotiations using the ACL Bill/Precedent S. It was agreed to trial a workshop for each in London and to roll out in further locations subject to demand.
10	Operations Report
10.1	DP reported that the balance in the current accounts for both companies was very healthy and that there was no need to draw on investments in the short term.
10.2	The 2017 accounts are being finalised and should be available to council members in the next 2 weeks.
10.3	DP reported on recent communications with KL regarding historical commission payments.
11	Any other business
11.1	DP has recently asked the CLSB for a copy of an email, for the file, which was sent to Costs Lawyers. The request was refused. DP to ask for a copy on IS's behalf. LP has asked if copies of the minutes of council meetings held this year could be forwarded to them. Council members agreed to the request. DP to action.
11.2	There has been very little activity in some of the Regional Groups. Other than for the Yorkshire Group DP was not aware of any activity. IS said that he would run a London Group and suggested that CG could run a Manchester meeting. Regional Groups to be an

	Agenda item for the next council meeting.
11.3	PB asked DP to provide details of the number of members over the last 5 years to help with the work he is doing on membership fees.
11.4	IS's term as Chairman ends in May 2019. DW's term ends on 16 October 2018. It was agreed that the nomination process for IS's replacement should start w/c 13 August. It was further agreed that DW should stay on council until November and that the nomination process for his replacement should start in October.
12	Date for next council meeting
	The next council meeting will be held on 7 September. Those council members based in the Manchester area will attend via video conference at the office of Irwin Mitchell. Other attendees will meet at Weightmans in London and connect to Manchester via video link.
	There being no further business the meeting ended at 1.25pm