

**Minutes of the ACL Council Meeting  
held on 18 January 2023**  
at Thompsons Solicitors, Church St, Birmingham.



Council members present: Jack Ridgway (JR), David Bailey-Vella (DBV), Kris Kilsby (KK), Julian Caddick (JC), Victoria Morrison-Hughes (VMH), Stephanie McBride (SM), Amy Dunkley (AD)

Also present: Carol Calver (CC), Head of Operations

The meeting started at 12:15

| Item |  |
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| 1    | Welcome and apologies  |
| 1.1  | Apologies were received from Stephen Averill and Laura Rees<br>JR welcomed all to the meeting.   |
| 2    | Minutes of the council meeting held on 29 November 2022  |
| 2.1  | It was unanimously agreed that the draft minutes of 29 November were an accurate reflection of the meeting. It was agreed that items 3.2, 6.4, 7.3, 7.5, 8.2, & 9.2 should be redacted / partially redacted before publishing on the website.  |
| 3    | Actions arising from the council meeting held on 29 November 2022  |
| 3.1  | Actions were reviewed and updated.   |
| 4    | Chairman's Report  |
| 4.1  | JR advised of potential dates for the AGM – dates to be agreed with Council and membership invited. There has been no AGM for many years. The 2023 AGM will be via Teams.  |
| 4.2  | JR provided details of contact at Access to Justice Foundation Policy Office who would like to discuss Pro Bono costs –along with a contact from the Federation of Small Businesses who would also like to work with the Association - Policy committee to arrange both.   |
| 4.3  | JR summarised suggested points for inclusion in the 2023 Business Plan and asked each sub-committee to provide committee specific priority items.  |
| 4.4  | <i>Item 4.4 redacted due to confidentiality.</i>   |
| 5    | PR & Marketing Committee Report  |
| 5.1  | The council discussed a recent eBulletin complaint regarding the CLSB disciplinary decision article. It was determined that as these details are fully accessible on the CLSB website and the publication of such was felt to be in-line with other representative bodies the article was deemed to be rightly published. The council also considered it appropriate to ensure that Costs Lawyers understand that the CLSB will sanction when required.<br>Having no formal policy on this, it was recognised that publishing the personal details of the CL in question may have been unnecessary. CC will ensure the online article is updated to remove these details and will confirm with those involved. |
| 5.2  | The PR-AM sub-committee will work with the Editor of the eBulletin to create a list of <i>redacted due to confidentiality</i> topics that the Council should be made aware of in advance if articles are   |

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|          | to cover these topics.   |
| <b>6</b> | <b>Policy Committee Report</b>   |
| 6.1      | KK provided feedback following the re-commencement of the Newcastle Regional Meetings (Dec 22), formally thanking Jon Farthing of Womble Bond Dickinson for his assistance and hosting.  |
| 6.2      | KK confirmed the ACL submission of the supplementary response to the CJC Costs Consultation following the Belsner judgement.   |
| 6.3      | KK confirmed attendance of the upcoming LSB, Draft Business Plan webinar.  |
| 6.4      | KK detailed support to the LAG Group in regards to upcoming meetings for the Law Society Children’s Act Panel and the MoJ Civil and Family LA RoCLA Stakeholder Advisory Group.  |
| 6.5      | KK reported that the draft CPR changes are not yet available.  |
| <b>7</b> | <b>Education Committee Report</b>  |
| 7.1      | <i>Item 7.1 redacted due to confidentiality.</i>   |
| <b>8</b> | <b>Finance &amp; Internal Policy Committee Report</b>  |
| 8.1      | CC has provided a proposed 2023 budget to JR for initial analysis.   |
| 8.2      | <i>Item 8.2 redacted due to confidentiality.</i>   |
| 8.3      | SM reported that the F&IP committee had been working on the Terms of Reference documents for the SiGs. JR suggested that the constitution for all SiGs should be the same and could be based on the LAG group constitution – documents to be completed and sent to Council for sign off.     |
| <b>9</b> | <b>Operations Report</b>   |
| 9.1      | A discussion took place regarding the incomplete member profiles of Costs Lawyers within the ACL website. CC confirmed it is the responsibility of members to update this area. JR suggested Operations cross reference the CLSB member profile with this data and back fill where possible. |
| 9.2      | CC confirmed the intention to email (via the CLSB) those CLs who hold a current practicing certificate but who do not have current ACL membership to survey them for feedback. PR-AM to collate email and questions.   |
| 9.3      | <i>Redacted due to confidentiality.</i><br><br>CC to provide lapse data to Council   |
| 9.4      | JR requested analysis of renewals v lapsed – how many are employed v self employed and how many are LAG v non LAG – CC to provide.   |
| 9.5      | <i>Item 9.5 redacted due to confidentiality.</i>   |

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| 9.6  | <p>On formalisation of the Special Interest Groups, it was suggested that a Council member sit on each group, they will not however be required to Chair the Group.</p> <p>The Council volunteered as below:<br/> Court of Protection – Kris Kilsby<br/> Commercial Costs – Stephen Averill<br/> Solicitor / Client Costs – Victoria Morrison-Hughes</p>  |
| 9.7  | <p>CC attended the recent LAG Committee meeting and reported:</p> <ul style="list-style-type: none"> <li>- The LAG request JR to be Keynote speaker at the upcoming LAG Spring Conference – JR to confirm once dates finalised</li> <li>- Request for a LAG version of the ACL logo – to show expertise and provide enhancement with LAA – this was approved by Council, CC to organise.</li> <li>- The ACL hold the LAG Group date, however this is not made available to the LAG Committee – CC suggested Group communication should remain with the ACL however the LAG Committee should have a copy of member data (Name and Company only) – this was approved by Council, CC to organise.</li> </ul> |
| 9.8  | <p>CC detailed visits to Conference venues in Manchester for conference on 21/04<br/> Ticket prices &amp; sponsorship packages to be agreed at February council meeting on completion of draft budget.</p>  |
| 10   | Any other business  |
| 10.1 | <i>Item 10.1 redacted due to confidentiality.</i>   |
| 11   | Date of next meeting  |
| 11.1 | <p>Next meeting scheduled for 28 February 2023 – 10:00 to 12:00 via Teams.<br/> There being no further business the meeting ended at 14:20</p>  |