

Council members present: Claire Green, Chair (CG),
David Bailey-Vella (DBV), David Cooper (DC),
Ian Curtis-Nye (ICN), Adam Grant (AG), Kris Kilsby (KK),
Jack Ridgway (JR),

Also present: Diane Pattenden (DP)

The meeting started at 11.am

Item	
1	Welcome and apologies
1.1	CG welcomed all to the meeting.
1.2	Apologies were received from JPJ, VMH and Laura Reeves (LR).
2	Minutes of the council meeting held on 5 November 2021
	The minutes were approved as being an accurate account of the meeting. Redactions, prior to publication were agreed.
3	Actions arising from the council meeting held on 5 November 2021
	The actions were reviewed and updated.
4	Council Chair and vacancies on council
4.1	CG confirmed that only one nomination had been received for the two vacancies on the ACL council.
4.2	It was agreed that nominations would be invited during the first week of January for the current vacant position and for DC's replacement following his retirement at the end of the month.
4.3	AG agreed to put together a role description to be sent with an email seeking nominations for the position of Chairman.
5	Education
5.1	JR reported that the amended ACLT articles were ready for adoption.
5.2	JR reported that it had been confirmed that in the event of winding up the company, all assets would be distributed to the single shareholder (ACL). He confirmed that all relevant correspondence would be forwarded to DP to be held centrally on file.
5.3	JR proposed that the amended memorandum and articles of association be adopted. DC seconded the proposal and all council members were in favour.
5.4	It was noted that the amendment should be documented as a special resolution and that the resolution and articles needed to be posted to Companies House without delay.
5.5	JR asked that both he and VMH were duly appointed as directors of ACLT and that CG was removed as a director. This was unanimously agreed.

5.6	A discussion regarding the appointment of Sarah Hutchinson (SH) as Chair of ACLT was held. <i>(section redacted due to confidentiality)</i>
5.7	It was unanimously agreed to appoint SH – initially on a 12 month contract and for a maximum of 20 days <i>(section redacted due to confidentiality)</i>
5.8	It was agreed that CG would speak with AH at Hook Tangaza to set the wheels in motion for the appointment of Chair.
5.9	It was agreed that DP would ask Hook Tangaza to contact the other 2 new board members to ask all the appropriate regulatory questions and ensure no conflicts of interest , prior to them being appointed as directors.
5.10	JR confirmed that he would email the CEO of the CLSB with a copy of the updated ACLT articles to be adopted.
	<i>Points 5.11 and 5.12 have been redacted due to confidentiality</i>
6	<i>Item 6 has been fully redacted due to confidentiality</i>
7	Policy
7.1	AG reported that the policy committee was currently reviewing internal governance and structure which would enable them to identify any areas of risk. He confirmed that a detailed spreadsheet had been sent to council members ahead of the meeting and that the committee will continue working on the listed items. He went on to say that the committee would be asking for a significant level of input from council members.
7.2	AG reported that there were two consultations on the horizon that needed consideration; one from the LSB regarding ongoing competence/CPD (March deadline), the second is a working report from the CJC (closing on 24 December).
8	Finance Report
8.1	In the absence of JPJ, DP said that the management accounts to the end of October 2021 had been circulated prior to the meeting and invited questions.
9	PR and Marketing
9.1	DBV said that from a PR point of view the London conference was a great success. The number of tweets/re-tweets was higher than for previous events.
9.2	DBV confirmed that the Legal 500 have accepted ACL's proposal and that costs lawyers will be listed within the rankings of barristers.
10	Operations Report
10.1	DP reported that the feedback from the conference was excellent . All speakers and topics were rated highly. A detailed analysis of the evaluation was circulated to council members prior to the meeting.
10.2	DP gave an overview of the early indications of the 'financials' from the event.
10.3	It was agreed to hold a conference on 29 th April, subject to the availability of a suitable venue. DP will consider venues in Manchester, Leeds and Birmingham.
10.4	It was further agreed that a conference in London would be considered for November 2022.
10.5	Following feedback from one conference attendee, a discussion took place about holding an online presentation/Q&A for members to provide them with an update on ACL council plans. Council members were all in favour and agreed that further consideration should be given to the idea.

11	Date of next council meeting
	The next council meeting will be held at 11am on 28 January 2022
12	Any other business
12.1	CG acknowledged that due to retirement, DC's term of office would end on 31 December. She thanked him, on behalf of council members, past and present, for his contribution over the years.
12.2	There being no further business the meeting ended at 12.35pm