

Council members present: Jack Ridgway (JR), David Bailey-Vella (DBV), Stephen Averill (SA), Kris Kilsby (KK), Julian Caddick (JC), Victoria Morrison-Hughes (VMH), Laura Rees (LR) & Amy Dunkley (AD)

Also present: Carol Calver (CC) Head of Operations, Neil Rose (NR) & Kerry Jack (KJ) from Black Letter Communications

The meeting started at 11:00

Item	
1	Welcome and apologies
1.1	JR welcomed all to the meeting.
1.2	Black Letter provided Council with a presentation covering a review of 2023 and recommendations / plans for 2024.  Agreed plans for 2024: <ul style="list-style-type: none"> <li>– Roundtable event in May – 25<sup>th</sup> Anniversary of CPR</li> <li>– Promotion of career of a Costs Lawyer – roundtable, apprenticeship support.</li> <li>– Council profiles (after 12 months in post)</li> <li>– Member profiles (regional host, case relevant or of particular interest)</li> <li>– Content to target membership growth (collage of best read, biggest articles or an in conversation event with NR &amp; Senior CJ/SCCO – possibly November?)</li> </ul>
2	Minutes of the council meeting held on 30 January 2024
2.1	It was unanimously agreed that the draft minutes of 30 January 2024 were an accurate reflection of the meeting. It was agreed that items 7.1 & 8.1 should be partially redacted before publishing on the website.
3	Actions arising from the council meeting held on 30 January 2024
3.1	Actions were reviewed and updated.
4	Chairman's Report
4.1	JR and Council discussed the proposed 2024 Business Plan. Final changes to be made then issued as part of AGM pack, ahead of AGM on 14/03.
5	PR & Marketing Committee Report
5.1	DBV confirmed Dr Victoria McCloud as keynote speaker at Manchester conference. CC also confirmed further speakers; Matthew Smith from Kings (main sponsor), Tom Mason from Hailsham, Dominic Regan and Sarah Robson from Alpha Court Chambers.
6	Policy Committee Report
6.1	KK confirmed the submission of the ACL response to LSB Business Plan consultation and the LAG RoCLA call for evidence.

6.2	JC confirmed his attendance at the LSB First Tier Complaints roundtable meeting – potential for the ACL to provide further advice and training on this.
7	Education Committee Report
7.1 7.2	<i>Items 7.1 and 7.2 redacted due to confidentiality.</i>
8	Finance & Internal Policy Committee Report
8.1	SA updated Council on a replacement Credit Card account, moving from Lloyds to Barclaycard.
8.2	Investment funds remain stable.
9	Operations Report
9.1	CC updated council on successful relaunch of new website. Some items remain outstanding which will be rectified in coming weeks.
9.2	CC asked Council to agree the renewal of the Croner HR. Operations to better promote the offering to SMEs members as well as larger firms. Members might want to investigate an HR / employment issue before taking any action officially.
9.3	CC asked advice of Council of how to build CPD library. Council suggested working with Chambers to host or link to their own webinars and working with extracted list of CLSB accredited trainers to provide bespoke, ACL sessions and seminars. KK suggested 5min videos of key case reviews for Social Media. PR-AM to work to ensure these are unbiased, fair and timely.
10	Any other business
10.1	DBV suggested a revival of the ACL Gala Dinner, not linked to conference necessarily and only for significant events – perhaps outgoing chair. Council suggested the evening before conference or coinciding with AGM and perhaps the creation of Costs Lawyer Awards – for further discussion...
11	Date of next meeting
11.1	There being no further business the meeting ended at 14:25 Next meeting is scheduled for 26 <sup>th</sup> March at 10am, online, via Teams.