

**Minutes of the ACL Council Meeting**  
**held on 3<sup>rd</sup> December 2024**  
 Teams call, 2pm



Council members present: Jack Ridgway (JR), Kris Kilsby (KK), Julian Caddick (JC) & David Bailey-Vella  
 Also present: Carol Calver (CC) Head of Operations

The meeting started at 14:00

Item	
<b>1</b>	<b>Welcome and apologies</b>
1.1	Apologies were received from Stephen Averill, Nathan Cameron, Amy Dunkley & Victoria Morrison-Hughes.  JR welcomed all to the meeting.
<b>2</b>	<b>Minutes of the council meeting held on 5<sup>th</sup> November 2024</b>
2.1	It was unanimously agreed that the draft minutes of 5 <sup>th</sup> November 2024 were an accurate reflection of the meeting. It was agreed that item 7.3 & 7.4 should be partially redacted before publishing on the website.
<b>3</b>	<b>Actions arising from the council meeting held on 5<sup>th</sup> November 2024</b>
3.1	Actions were reviewed and updated.
<b>4</b>	<b>Chairman's Report</b>
4.1	JR detailed to Council that an invitation had been extended to SA offering a co-opted period of 6-12 months at the end of his term in January 2025 to cover change in Chair / Vice Chair Roles during Q1 2025. SA has accepted this offer, final sign off will be sought from wider Council via email due to low attendance at the meeting.
4.2	JR updated Council on the provision of a legal check of the revised Articles & By-Laws, <i>redacted due to confidentiality</i> . KK will instruct Clarion to go ahead with an expected completion of mid-January 2025.
4.3	JR provided a summary and overview of the proposed ACL budget for 2025. Discussion took place again on the likely need to raise subscription fees in 2026 to cover operational costs.
4.4	A full and detailed discussion took place in review of the proposed ACL Training budget for 2025, with consideration of student intake/revenue versus expenditure/course delivery in comparison to actual figures for 2024 alongside marketing plans for the year ahead. A further meeting with the ACLT Board Chair and senior team is anticipated to facilitate final budget agreement and sign off.
<b>5</b>	<b>PR &amp; Marketing Committee Report</b>
5.1	n/a – budget meeting

<b>6</b>	<b>Policy Committee Report</b>
6.1	n/a – budget meeting
<b>7</b>	<b>Education Committee Report</b>
7.1	n/a – budget meeting
<b>8</b>	<b>Finance &amp; Internal Policy Committee Report</b>
8.1	n/a – budget meeting
<b>9</b>	<b>Operations Report</b>
9.1	n/a – budget meeting
<b>10</b>	<b>Any other business</b>
10.1	CC asked Council to consider a request from the CLSB to receive un-redacted copies of the ACL Council meeting minutes. Following discussion, the Council declined due to confidentiality suggesting that anything relevant would be shared in full with the CLSB by Operations.
10.2	Clarification was requested from CC regarding the Scholarship offering, Council confirmed that it should be branded as the ACL Scholarship and advice from ACLT on criteria would be used to complete a formal application and process.  Meeting ended at 14:50
<b>11</b>	<b>Date of next meeting</b>
11.1	Next meeting January 28 <sup>th</sup> 2025, 10am via Teams