

Minutes of the ACL Council Meeting
held on 25th February 2025
 Shakespeare Martineau, Birmingham, 10am



Council members present: Jack Ridgway (JRid), David Bailey-Vella (DBV), Stephen Averill (SA), Kris Kilsby (KK), Julian Caddick (JC), Victoria Morrison-Hughes (VMH), Amy Dunkley (AD), Nathan Cameron (NC) & Jane Risley (JRis)

Also present: Carol Calver (CC) Head of Operations

The meeting started at 10:00

Item	
1	Welcome and apologies
1.1	JR welcomed all to the meeting.
2	Minutes of the council meeting held on 28 th January 2025
2.1	It was unanimously agreed that the draft minutes of 28 th January 2025 were an accurate reflection of the meeting. It was agreed that items 4.1, 5.3 and 8.1 should be partially redacted before publishing on the website.
3	Actions arising from the council meeting held on 28 th January 2025
3.1	Actions were reviewed and updated.
4	Chairman's Report
4.1	JRid confirmed closing of Chair nominations on 16/2 resulting in one nomination. Uncontested David Bailey-Vella will become Chair of the Council of the Association of Costs Lawyers on 1 st April 2025. JRid and Council congratulated DBV. Partial handover will take place at the EGM on 12/03.
4.2	JRid has shared the final version of the amended Articles & By-Laws for Council review – this was fully approved. CC will incorporate the final versions into the EGM pack which will be sent to attendees prior to the meeting.
4.3	JRid and SA have reviewed and fully updated the Member Code of Conduct, Council discussed and agreed all changes. CC to advise Council on all new membership applications and to investigate ways of capturing disciplinary information as recorded by the CLSB.
5	PR & Marketing Committee Report
5.1	Council were updated on plans for the Manchester Conference, confirmed as 9 th May. Discussions took place covering venue, speakers and sponsors along with ticket and sponsorship pricing being agreed for the event.
5.2	CC advised the Leonardo London City were willing to honor the DDR price from 2024, Council agreed to book this early to secure the rate.

6	Policy Committee Report
6.1	KK updated Council on the extension to the CJC Litigation Funding consultation, now closing end of February. Policy have used additional time to review and refine response. Policy will attend a further open meeting for this before making any final changes and sending to Council for review and to Black Letter for inclusion into articles and the eBulletin. Once complete Policy focus will return to the completion and submission of the Prec G review.
7	Education Committee Report
7.1	A full update on ACL Training will be circulated to Council following the ACLT board meeting later the same week.
7.2	DBV provided a brief summary detailing enrollment numbers for the February intake that were in general encouraging, with plans in place to mitigate shortfall in the coming months ahead of the next intake. It was however noted higher than anticipated numbers for 1:1 and 1:2 would improve numbers as these students progressed through the course. Station Road marketing have provided encouraging improved engagement statistics for LinkedIn campaigns – impressions, followers, clicks and shares.
7.3	JRis updated Council on a request from ACLT for her to record promotional videos to add to the marketing library, these will be shared with ACL once complete.
8	Finance & Internal Policy Committee Report
8.1	SA detailed to Council a current investment fund value <i>redacted due to confidentiality</i> .
8.2	SA provided a summary of the December 24 management accounts alongside a review with Operations to the 2025 budget as now in receipt of actuals, Council agreed the budget should remain as originally set as fluctuations have already been seen within the subscription levels.
9	Operations Report
9.1	CC asked advice on whether Council thought it necessary to continue the hosting of a member forum on the website – this is due to lack of engagement on the website. The LinkedIn forum page is more widely used. A review will take place in March, once the site has been live for a full 12 months.
9.2	CC asked for Council volunteer(s) to review data from recent member data survey and provide necessary actions from it. JRis will work with Ops going forward.
9.3	If timings are aligned, Council agreed the Association could look to purchase a copy of Friston on Costs, 5 th Edition as a ‘give-away’ at conference.
10	Any other business
10.1	n/a
11	Date of next meeting
11.1	The next meeting is 25 th March, via Teams at 10am