



## General Meeting

Thursday 16<sup>th</sup> November 2023

Crowne Plaza, Nottingham

<b>Chair</b>	Anthony Payne, ADEPT President and Plymouth City Council
<b>Attendees</b>	See page 3
<b>Apologies</b>	None received
<b>In attendance</b>	Hannah Bartram (Chief Executive Officer), Kylie Russell (Deputy Chief Executive Officer), David Dale (ADEPT Policy Officer), Helen Leach (Secretariat)

The meeting opened at 17:35.

	Item	Lead
1	<b>Welcome and apologies</b>	Anthony Payne ADEPT President
2	<b>Minutes of last Annual General Meeting</b> The minutes were agreed and signed off. Colin Chick attended but is not listed as an attendee – this will be amended.	Anthony Payne
3	<b>Financial update</b> The finance update was circulated prior to the meeting. Key points: <ul style="list-style-type: none"> <li>• Finances are stable and LA membership continues to grow.</li> <li>• We have 22 Corporate Partners, with a waiting list. The demise of the LEPs will have a minor impact on income.</li> <li>• Sponsorship income is very healthy, and more than budgeted.</li> <li>• Expenditure is on track.</li> <li>• Current forecasts suggest a smaller surplus than we budgeted for, however this flexes through the year so it could still change.</li> </ul>	Hannah Bartram Chief Executive Officer
4	<b>Membership fees for 2023/24</b> The Leadership Team proposed to increase membership fees for the next financial year by 6%. The membership agreed with this proposal.	Hannah Bartram
5	<b>ADEPT Manifesto for stronger places</b>  Anthony Payne thanked the team for their work on the ADEPT manifesto asks.	Anthony Payne

	Item	Lead
	<p>We are now looking to build relations / set up meetings with shadow ministers, we will inform members when that happens.</p> <p><b>Comments</b>  John Lamb: requested that the Leadership Team inform local members when they are meeting with shadow ministers as there are often existing connections there.  Sophie Broadfield: BANES would like to be part of the conversation in relation to their clean air zone.</p>	
6	<p><b>Home to school transport policy paper/SEND transport toolkit</b>  Ann Carruthers gave a summary of the Home to School SEND transport policy paper and toolkit, which was developed in partnership with ADCS. Both documents were launched at the ATCO conference in November. She commented it was a positive experience, and that we should look to do more joint pieces of work.  <a href="#">ADEPT/ADCS homes to school transport policy paper</a>  <a href="#">ADEPT SEND Transport toolkit</a></p> <p><b>Comments</b>  Andy Gutherson: CCN are releasing a similar SEND transport paper on 20<sup>th</sup> November.  Ann Carruthers: CCN (and LGA) were involved in the task &amp; finish group meetings, so well sighted on our messaging.</p>	Ann Carruthers
7	<p><b>Any other business</b>  Anthony Payne gave a brief update on the quarterly joint presidents' meetings with ADCS, ADASS, ADPH and LGA.</p> <p>Matthew Lugg notified the meeting that Roger Elphrick died recently. Matthew will attend the funeral on behalf of ADEPT &amp; pass our condolences to the family.</p>	
8	<p><b>Key ADEPT meetings 2024</b></p> <ul style="list-style-type: none"> <li>• 16<sup>th</sup> May 2024: Spring Conference &amp; AGM One Great George Street, London</li> <li>• 16<sup>th</sup> May 2024: Annual Awards Dinner One Whitehall Place, London</li> <li>• 21<sup>st</sup> &amp; 22<sup>nd</sup> Nov 2024: Autumn Conference, venue tbc</li> </ul>	
9	The meeting closed at 17:55	

## **Attendees**

Katie Stewart, Surrey County Council  
Carolyn McKenzie, Surrey County Council  
Andy Gutherson, Lincolnshire County Council  
Nigel Riglar, South Gloucestershire Council  
Sophie Broadfield, Bath & North East Somerset Council  
Mark Kemp, Special Honorary member / Immediate Past President  
Colin Chick, Gloucestershire County Council  
Matthew Lugg, Special Honorary member  
Ann Carruthers, Leicestershire County Council  
Chris Henning, Derbyshire County Council  
Mark Stevens, London Borough of Haringey  
Neil Gibson, Special Honorary member  
John Lamb, Special Honorary member  
Stephen Lee, Special Honorary member  
David Boyer, Warrington Borough Council  
Grahame Bygrave, Norfolk County Council  
Paul Bellotti, East Riding of Yorkshire Council