

**ACC Board Meeting Friday 23rd February 2024**

**Venue: Zoom**

**(Meeting commenced 13.30)**

	<b>Title</b>
	<p><b>Opening:</b> PR led the reflection based on Mark 1:12-13 and the wilderness experiences we and others may have and led prayer.</p> <p><b>In attendance:</b> Sue Monckton-Rickett, Chair (SMR); Chris Williams, Deputy Chair (CW); Kathy Spooner (KS); Tony Ruddle (TR); Peter Roberts (PR); Leroy Harley (LR); Wein Fung (WF); Phil Martin (PM); Sharon Hastings (SH); Sean Charlesworth (SC);</p> <p><b>Peter Barraclough</b> (PB) attended at start to say farewell as he has decided to stand down. The Board expressed their thanks and gratitude for all the years of involvement over 11 years and prayed for him.</p> <p>SMR reported she had been in communication with Janet McNish and she too had come to the decision to stand down for personal reasons. We prayed for her health</p> <p><b>Apologies:</b> Christine Pinder (CP); on last session of a course. Gathoni Hamilton-Foster (GHF).</p>
1.	<p><b>Minutes of the 25<sup>th</sup> January</b></p> <p>The minutes were approved.</p> <p><b>Matters Arising:</b> There is a meeting of the MOU on 28<sup>th</sup> February which may have relevance to the Scottish consultation.</p> <p>The Board safeguarding training had taken place prior to this meeting. Those who did not attend can either join the staff training in 6<sup>th</sup> March or listen to the recording and notify SMR if listened to the recording.</p> <p>KS will arrange for the link to the GDPR Training to be sent to the Board members still to complete</p> <p><b>AOB:</b> None raised.</p>
2.	<p><b>Standing items</b></p> <p><b>Conflict of Interest:</b> - KS reminded the Board of her previous connection to Waverley Abbey in relation to the discussion about SCoPEd training.</p> <p><b>RAP/PSA</b> – covered under CEO report. 3 staff members are attending a PSA annual seminar which is on complaints.</p> <p><b>Diversity &amp; Inclusion</b> – Place2Be coalition are meeting soon. ACC will attend and be clear about ACC’s position on not commenting on issues outside of mental health / counselling / pastoral care and our charitable objectives.</p> <p>KS will feedback at the next meeting on her attendance at an EDI focussed day.</p> <p>Next Ethnic Tapestry meeting is on 15<sup>th</sup> March. SMR asked that they remind the group of the need to recruit board and RAP members.</p>
3.	<p><b>CEO REPORT</b></p> <p><b>HS England meeting about Titles in the Psychological Professions</b></p> <p><b>Website and Database Project Progress</b></p> <p>Go-live date for new system planned for the 11th March.</p> <p><b>Assessors</b></p> <p>KS highlighted the need to recruit some assessors to assist with the new accreditation application, including a new lead assessor.</p> <p><b>Developing an assessment process for courses/ SCoPEd B by Waverley Abbey College</b></p> <p>In conjunction with Waverley Abbey College the development of SCoPEd B training, ACC will submit a training course to the SCoPEd group.</p> <p>The intention is for this SCoPEd B training to be delivered at the National Conference.</p>

	<p>ACC in the past had only assessed the Christian content of any such course, but we have now been asked by training bodies for their courses to be assessed and be recognised by ACC. ACC will look at the potential to develop an assessment structure.</p> <p>The SCoPEd Board have requested that ACC present a paper on options relating to Employee Support Schemes. ACC have also had an enquiry from a Christian Network about providing counselling support.</p> <p><b>National Conference</b> – hoping to publish the programme and booking launched at end of March / April. KS outlined details of the programme and further details will be provided to the Board.</p> <p><b>Membership Services Update</b> – included in CEO report. In answer to a question by LH regarding splitting payments for membership fees, KS said that it is being looked at and a policy being worked on to be fair to all while acknowledging that any such system will raise our costs due to more payments being accepted and processed.</p> <p>The Board asked that our thanks to be passed to the team.</p>
4.	<p><b>Scottish Government Consultation on Conversion Therapy</b></p> <p>The Board had read the relevant documents and raised issues they saw in the proposed legislation for clarity and understanding. SMR will update the response to include comments made in the Board discussion. The Board approved suggestions for submission with some additions and amendments</p>
	<p><b>Chair Report</b></p> <p><b>Complaints Update</b> – None submitted and now all closed.</p> <p><b>Articles of Association</b> – SMR reported that after consulting with legal personnel it was considered that ACC could effectively carry out the review and re-write the documents using templates such as the Charity Law Association and then potentially have a final review by a solicitor, rather than having all of the work completed by a solicitor. SMR will work on this and bring proposed changes / options for changes to the Board.</p> <p><b>Board Training</b> – PM mentioned an organisation that provides regular updates on changes to relevant law. PM will explore how ACC may be able to use this. KS will review the regular emails from NCVO. PR receives the regular updates from Stewardship on any changes in the area of finance. SMR receives updates from the Charity Commission and Companies House. It was agreed that at each Board meeting there will be an agenda item to bring any relevant points to the attention of the Board.</p> <p>SMR said that she would circulate details of potential training courses for the Board to consider</p>
5.	<p><b>Finance Report</b></p> <p><b>Key Updates</b> – Accounts provided for end of year and have been submitted form independent examination.</p> <p>PR presented the January Management Accounts and Cashflow</p> <p>PR explained that the current forecast cashflow did not included any potential profit from the National Conference.</p>
6.	<p><b>AOB</b></p> <p>Next meeting: 28<sup>th</sup> March (1.30 till 5 pm).</p>

Approved



S Monckton-Rickett  
Chair of Trustees  
28 March 2024