

Notts ALC Newsletter

May 2024

**sent to Chairs and Clerks –
please kindly forward to all councillors**



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...EXCITING ANNOUNCEMENT...

AGM 2024

We are delighted to announce that our AGM this year will be on **Saturday 12th October** at the **YMCA in Newark** and pleased to tell you that our major sponsor will be leading digital company, CloudyIT.

We have a new format this year with a Saturday afternoon event. The AGM itself will be first – including a speaker and presentations to the winners of the Best Kept Village Competition. After a break, you will be able to choose from a range of short training sessions to attend from organisations including CloudyIT and RCAN, on topics such as IT, community engagement and biodiversity. There will also be a range of exhibitors and time to meet colleagues from across the county and from our partner organisations.

Further formal information re: motions, voting members and Executive Committee elections etc. will all be sent out in good time, but for now **do put the date in your diary** and reserve your place [HERE](#).



Minster Chambers, Church Street, Southwell NG25 0HD

President: Ivor Walker Chair: Cllr Mick Baker CEO: Kaffy Rice-Oxley
Email: queries@nottsalc.com Phone: 01636 816890 Website: www.nottsalc.com

[Facebook](#)

*Councillors and Clerks of Member Councils
are warmly invited to join us at our*

AGM 2024

SAT 12 OCT

1.30-4.30PM

NG24 4FH
YMCA, Newark

**RESERVE YOUR
FREE PLACE NOW!**

Time	Programme
1.30pm	Coffee/networking
2pm	AGM (inc. Best Kept Village Awards)
2.40pm	Coffee/networking
3pm	Table Training 1
3.30pm	Table Training 2
4pm	Table Training 3
4.30pm	Close

*With a choice of table sessions from guest speakers on a variety of topics (eg. community engagement, technology, community assets) and a wide range of exhibitors. Free parking and refreshments.
Keynote Speaker to be announced.*



FOR MORE INFO AND TO
RESERVE YOUR PLACE:
WWW.NOTTSALC.COM/AGM



The countryside charity
Nottinghamshire



NOTTINGHAMSHIRE
ASSOCIATION OF
LOCAL COUNCILS

From our Major Sponsor, CloudyIT:

“CloudyIT is at the forefront of revolutionising Town and Parish Council operations across England and Wales, driving digital innovation in local governance. As a leading managed service provider, we enhance operational efficiency, security, and community engagement through our specialised services.

Central to our offerings is the GovSuite platform, integrating CRM, marketing, and finance tools tailored to streamline council workflows. This integration facilitates effective management of constituent relations, optimises communication, and ensures robust financial oversight.

We also provide core IT services, including .gov.uk email setups and full Microsoft 365 integration, essential for smooth operations and communications. Our expertise extends to supporting organisations such as the Society of Local Council Clerks (SLCC) and the National Association of Local Councils (NALC).

CloudyIT delivers a digital roadmap for councils, outlining key technological steps to advance public service. Discover the potential for your council's digital transformation at

www.cloudyit.co.uk/councils.”

We look forward to telling you more about the AGM in the coming months, including info on our sponsors and exhibitors, speaker and training sessions!

Notts ALC – Training

TWO key announcements this month

- *new* digital training in collaboration with CloudyIT
- *new* Lunch & Learn sessions.

1. DIGITAL TRAINING

We are excited to share a fantastic opportunity from Notts ALC in collaboration with CloudyIT. We can now offer you an exclusive training programme designed to enhance your digital skills. Choose from:

1. Two-Hour Fundamentals Sessions:

- Get to grips with Microsoft 365 basics.
- Explore the essential Microsoft 365 apps.
- Learn about the innovative AI features in Microsoft 365.

2. 45-Minute-Deep Dive Sessions:

- Dive deeper into Microsoft Forms, Planner, OneNote, and Book for advanced learning.

Special Bonus: All attendees gain one-month free access to Cloudy's E-Learning Hub!

Register [HERE!](#)

2. LUNCH & LEARN

We are delighted to launch a series of FREE training sessions starting in June.

Our Training Officer Sue writes: "Just 30 minutes of your time on the 2nd Wednesday of each month at 12:30pm. Each session is a fun and interactive experience which will delight and educate you. Well, I can't absolutely promise delight, but it will educate you on useful stuff you need to know as either a Parish Councillor or Clerk. Did I say it was free? It's definitely free and you can eat your lunch whilst you learn. What will I be able to learn, I know you really want to ask, well..."

Wed 12th June 12.30pm – Dealing with Challenging Residents

Wed 10th July 12.30pm – Report Writing for both Clerks and Councillors

Wed 14th August 12.30pm – Successful Collaboration for Parish Councils

Wed 11th September 12.30pm – Streamlining Council Meetings

Wed 9th October 12.30pm – Council Structures

Wed 13th November 12.30pm – Whose job is it anyway? Roles and responsibilities within the council.

More subjects to follow later in the year. Further details on all of these sessions are on our website. Places are limited so reserve yours now."

All training currently arranged for 2024 (including Lunch & Learn) is listed [HERE](#) and is bookable now. Coming up:

Wednesday 5th June 10am

Planning Nuts and Bolts, via Zoom. £45pp.

A really popular course, Lance has a wealth of experience in this field.

Wednesday 12th June 7pm

Chair Skills, Epperstone Village Hall. £50pp

For newly elected Chairs or those wanting a refresher.

Monday 17th June 7pm

Code of Conduct Training, via Zoom. £45pp

September - Code of Conduct Training – In person training, day and date TBC

October - Parish Councillor Training – In person training, day and date TBC

Don't forget from our training page you can book not just our courses but also Cloudy IT (digital), Steve Parkinson (finance) and Breakthrough (communications and GDPR) courses. Just click [HERE](#) and then on the relevant organisation.

****We've had really great attendance at courses last month which has been fantastic!****

Best Kept Village



Don't miss out! **LAST CHANCE TO ENTER... CLOSING DATE 17th MAY.**

All the information you need is available on our website page [HERE](#), with documents including full rules and conditions and an **online entry form**. Please note, you need to upload a MAP of your village to enter, even if it's a sketch on paper, to show the organisers where your village boundaries are.

We would prefer you to use the online form if at all possible for ease of data management - but if you are not able to, please email ceo@nottsalc.com with your registration info and map.

National Association of Local Councils (NALC)

- 1. NEW FINANCIAL REGULATIONS:** These are at the final stage of proofing and expected to be published in the next fortnight; we will send these to clerks when they appear and details will be in the next newsletter.
- 2. A new edition of the Practitioners' Guide:** NALC has published the Joint Panel on Accountability and Governance (JPAG) 2024 edition of the Practitioners' Guide. The 2024 edition applies to Annual Governance and Accountability Returns (AGAR) for financial years commencing on or after 1 April 2024. The most notable changes to the Practitioners' Guide this year are a stronger encouragement for councils to use .gov.uk domains for websites and emails, and a recommendation that local councils publish their full internal audit report on their website alongside the AGAR. [Read the Practitioners' Guide](#) on the NALC website.
- 3. Community Ownership Fund:** The fourth and final round of the government's £150 million Community Ownership Fund opened for applications on 25th March. The fund aims to support

communities to take ownership of assets at risk of being lost and those already in community ownership but in need of essential renovations to be sustainable. Local councils can bid for up to £2 million in capital funding and £50,000 in revenue to help protect local assets such as sports facilities, arts and music venues, museums and galleries, parks, pubs, post offices and shops. The second window is due to open in late May, dates TBC. More information, including how to apply, is [HERE](#).

4. **Funding update on moving over to a .gov.uk domain through the Parish Council Domains Helper Service:** The Cabinet Office has secured funding to help councils set up a .gov.uk domain. This discount is £100 + VAT applied at the point of purchase by those Approved Registrars participating in the Parish Council Domains Helper Service. Councils need to note that this funding can help a maximum of 1,000 councils move to a .gov.uk domain and is offered on a first-come, first-served basis. Funding will run until March 2025. If your council wants to move to a .gov.uk domain, please register your interest by completing the [short form](#). For all enquiries, please contact the Parish Council Domains Helper Service at parish.helper@domains.gov.uk.

TWO SURVEYS: NALC asks for your help in completing two important surveys.

1. The Department for Energy Security and Net Zero (DESNZ) recently launched a consultation into barriers to community energy projects. The consultation link is [HERE](#) and the very short form (3 questions!) is [HERE](#). (Closing Date: 31st May)
2. The Committee on Standards in Public Life (COSIPL) have recently issued a consultation on accountability in public bodies and NALC will be responding. The consultation document can be read [HERE](#) and the terms of reference for the consultation can be read [HERE](#). In order to inform its own response NALC has generated a short snapshot sector survey [HERE](#). (Closing Date: 17th May)

Nottinghamshire County Council

1. **Funding opportunity:** Parish and town councils can apply for capital funding via the [NCC Local Communities Fund](#) – the window is now open and closes Friday 24th May.
2. **Anti-smoking resources:** As part of their ongoing work around prevention and engagement with children and young people around smoking, vaping and tobacco control, Nottinghamshire County Council Public Health have developed some posters that they would like to offer to you for display in your local community. There are 2 posters promoting the facts about youth vaping (Don't Smoke? Don't start to vape), designed for an audience of young people and are intended for display in venues that young people visit. There are also posters intended for an adult audience to report any underage sales of tobacco products or vapes, using the Citizen's Advice consumer service advice route. Posters are available in digital and printed formats, so if you are able to display these posters in community venues and on noticeboards etc. or distribute via electronic newsletters/websites, then please do get in touch with NCC. To view all the posters and request copies, please see [this form](#) to indicate how many you would like, and they will post/email out to you.
3. **New Nature Reserves:** Notts CC are planning to designate five new Local Nature Reserves in Nottinghamshire on some of their existing green spaces and are currently consulting on this. For more info and to fill in the online survey, click [HERE](#).

4. **Grantfinder Reports:** Rob Bryant, Neighbourhood Co-ordinator, has sent us a list of potential grants available – find the ‘Parish Council Notts available grant search’ [HERE](#) (password for members area = notts2024). It was produced last October so some of the windows may now have closed. If you have a particular project and would like a Grantfinder search running for you, Rob may be able to help. Email rob.bryant@nottsc.gov.uk.
5. **Trees for Climate:** Nottinghamshire has its own Community Forest and as such can access grants directly. Grants cover 100% of costs, include support in planning the project and 15 years maintenance. See more [HERE](#). For a Greenwood information pack and expression of interest form please see [HERE](#) (password = notts2024) or contact Liz Hopkins, Woodland Creation Community Liaison Officer, on Liz.Hopkins@nottsc.gov.uk.

Live & Local

Kaffy met recently with Lesley Gibson, who is our Live & Local Community Engagement Officer for (most of!) Notts. Live & Local are a not-for-profit organisation funded by the Arts Council, Inspire and several individual district/borough councils across our region.

Live & Local offer a wide range of cultural experiences, 70+ shows this year, including dance, music, drama and children’s theatre, that can be put on in your village hall or community space. It costs nothing to join the scheme or to have an exploratory chat with Lesley.

Lesley works with parish councils and village halls across Notts and can help with choosing a show, marketing advice and posters. So if you like the idea of it but aren’t sure how or where to start, drop Lesley a line: lesley@liveandlocal.org.uk.

Having a live performance could be a real draw for local families and for anyone who finds it hard or doesn’t want to travel to the bigger towns and cities for quality live entertainment!

Government updates

1. **Biodiversity net gain now applies to small developments.** Last month, the Department for Environment, Food & Rural Affairs (DEFRA) [announced biodiversity net gain is mandatory for small developments](#). Biodiversity net gain has applied to major developments since February. DEFRA has [produced the full definition of a small development](#). It means a development with fewer than 9 houses, on less than 1 hectare of land.
2. **ONS Local Statistics - Toolkit:** The Office for National Statistics (ONS) has launched a new service that makes it easier for people to explore local statistics. The service pulls together 57 local indicators, across topics that include the economy, education, health and wellbeing, in one place. This could potentially be very useful to local councils. Click [HERE](#) to explore.
3. **Tobacco and Vapes Bill – toolkit and factsheet for councils:** A new Tobacco and Vapes Bill to help protect future generations from the harmful impacts of smoking was introduced to Parliament in March. Under the Bill, children turning 15 this year or younger will never legally be able to be sold tobacco. The Bill will also introduce new powers restrict vape flavours and packaging that is intentionally marketed at children. Read more [HERE](#). The Department of Health and Social Care has recently produced [resources to help councils encourage smokers to make a quit attempt](#).

4. **Community Infrastructure Levy:** The CIL is a charge which can be levied by councils on new developments in their area. It is an important tool to help deliver the infrastructure needed to support local development. DLUHC has updated the [CIL guidance](#); the update includes changes to the CIL section of the planning practice guidance to help clarify the position on retrospective planning permissions granted under s73A of the Town and Country Planning Act 1990, in relation to obtaining relief or exemption from CIL.

HR updates

Chris Moses of PD Solutions this month updates us on: Redundancy and maternity; April Changes to Flexible Working Requests; Statutory Payment Rates from April 2024. Chris's newsletter is [HERE](#) (password = notts2024).

Woodland Trust – Ancient Tree Inventory

Woodland Trust have an ancient tree inventory and are asking for help to record the ancient trees around us. Full details are [HERE](#).

D-Day 80

The 80th Anniversary of the D-Day landings is almost upon us (6th June)! The national organisers have written to local councils about how to get involved - click [HERE](#) and then on the paperclip to open the letter.

If you are lighting a beacon for Beacon Day, please read [Clear Councils' blog on beacon safety](#).

Internal Auditors

Internal Auditors can be found in the [Internal Audit Form Directory](#). We don't have very many internal auditors working in Notts so if you are or know an internal auditor, we would be grateful if you would let us know on queries@nottsalc.com.

Benefit of membership – Clear Utilities partnership

Clear Utilities work with member councils across the county to identify suitable tariffs and help them get a great deal on their energy. Their Notts figures at the moment are:

Public Money Saved	CO2e Carbon Prevented (KG's)	Council Sites Helped
£5,626.52	32774.479	23

Clear Utilities explain: "As a non-domestic entity, it can be daunting for clerks to arrange a commercial energy contract which, by definition, comes without the assurances and protections of

similar domestic arrangements. Many suppliers do not offer suitable tariffs for unmetered supplies, making finding a good deal both time consuming and difficult. Clear Utility Solutions ensures local clerks have access to an easy and convenient energy comparison service which, with minimal time and effort, will help them to secure more suitable contracts for their energy needs. Get in touch to find out if your council can save money on energy!”

For more information and a quote, click [HERE](#).

Notts ALC – Services Directory

Don't forget we have businesses that advertise with us who work within our sector – you can find them in our [SERVICES DIRECTORY](#). We have listings from companies in the fields of Building Preservation, IT, Creative, Employment Advice, Insurance, Legal, Outdoor Equipment and Street Furniture. **In the newsletter this month, we feature:**

Wellers Hedleys Solicitors

Tel: 01483 284567

W: www.wellerslawgroup.com/hedleys/

Wellers Hedleys Solicitors are specialist legal advisors to Town and Parish Councils throughout England and Wales. We have over 40 years of experience in assisting Local Councils and have developed a comprehensive understanding of the challenges facing the sector. With a transparent fee structure you will find Wellers Hedleys to be a valuable partner for legal advice and guidance. We provide a fixed fee quote for most of the work that we undertake. Initial advice available on a fixed fee basis.

Autocross Euroshel Limited

Tel: 03333 444671

E: enquiry@euroshel.com W: www.euroshel.com

Autocross Euroshel is a 40-year old family business and is a leading supplier of bus shelters in the UK. Our shelters are manufactured in-house to our own unique design in 304 and 316 grade stainless steel which is attractive, long-lasting and easy to maintain. Autocross Euroshel offers a range of shelters to suit all budgets and supply our shelters to Parish Councils, some of whom have been customers for over 20 years. We can also supply cycle shelters, smoking shelters, pay station shelters, parent waiting shelters, social distancing shelters, sports dugouts and associated street furniture such as seating, advertising cases, bins and display cases.

Reminders

Membership subs were due last month – thank you to all councils who have paid their invoices.

Job Listings

When jobs are sent to us for (free) advertising we put them on our website ([Jobs](#)) and on our Facebook page. We do have a national shortage of clerks so if you see any jobs local to you that someone in your area might apply for, please do advertise them. To ask us to advertise a job or locum position please use the online forms on the members' area [HERE](#) (password = notts2024).

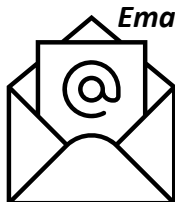
Jobs listed at the moment are at:

- Calverton PC
- Egmanton PM
- Radcliffe on Trent PC
- Weston PC
- West Stockwith PC

Members' Area of the Notts ALC website

- If you go to nottsalc.com and click on the **Members' Area**, either from the homepage or using the menu at the top of the page, you will be asked to give a password for the 'Guest Area'.
- **The password is: notts2024**
- **Every few months we will change this password via this newsletter.**
- From the password-protected page you can **click on the links** to access items including the job and locum advert request forms, copies of the newsletter, FAQs and HR updates.

Getting in touch



Email is the best way to reach us. You can get in touch via:

queries@nottsalc.com – for queries/advice

ceo@nottsalc.com – for Kaffy, CEO

admin@nottsalc.com – for Julie (finance, admin)

training@nottsalc.com – for Sue (training)

With best wishes,

Notts ALC