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### **CANOE FOUNDATION GRANTS**

Grants of between £2,000 – £10,000 are available to clubs and community groups wishing to increase participation in canoeing. Grants will improve accessibility to waterways and facilities, with the focus for this round of funding being:

- Increasing and protecting public access points, steps or platforms
- Improving the suitability of launching and landing sites, to and alongside water, for all sectors of the community

The deadline for applications is Friday 28 February 2020.

### **NORTH NORFOLK DISTRICT COUNCIL FUNDING**

The following funds are available through North Norfolk District Council:

#### **Arts and Culture Fund**

Grants of up to £2,500 are available to projects improving the health and wellbeing of North Norfolk residents through participation and engagement in **arts and culture**.

#### **Community Transport Fund**

Funding is available for voluntary organisations who currently provide or wish to establish a community transport service in North Norfolk.

The next deadline for both funds is Friday 28 February 2020. To discuss potential applications please call the Supporting Communities Team on 01263 516173 or 01263 516248.

### **ERASMUS+ SPORT 2020**

Funding is available for sporting projects which help to develop the European dimension in sport through sharing experiences and knowledge at European level. Projects will increase levels of participation in sports and voluntary activities. Applications are invited under the following actions:

- Collaborative partnerships
- Small collaborative partnerships
- Not-for-profit European Sports Events

For more details on these and other grants, read the latest [newsletter](#) from Community Action Norfolk

Norfolk Community Foundation is also a valuable source of funding. See what's currently open [www.norfolkfoundation.com](http://www.norfolkfoundation.com)

### **S137 SPENDING FOR 2020/21**

The Ministry of Housing, Communities and Local Government advises that the section 137(4)(a) of the Local Government Act 1972 sum for parish and town councils in England for 2020–21 is £8.32 (compared to £8.12 for 2019–2020).

### **TRAINING SESSIONS**

Upcoming courses include the following. More of our courses, including CiLCA, can be viewed at the link below. If you would like any courses/ locations to be added, let us know!

#### **BEING AN EFFECTIVE COUNCILLOR**

Tuesday 24 March 2020 – Wereham Village Hall

Thursday 26 March 2020 – Carrowbreck House, Hellesdon

One day intensive course

9.30am – 3.30pm

Covers roles and responsibilities, getting things done for your community, procedures and law, working with your Clerk, planning, budgeting and finance.

#### **LAW & GOOD PRACTICE OF LOCAL COUNCILS**

Tuesday 11 February 2020

10am–2.30pm

Carrowbreck House, Hellesdon

A new Norfolk ALC training course which looks at good meeting law and practice, examines the changing role of clerks and councillors in a digital age and challenges more traditional approaches to management and delivery of local council services, community consultation and feedback and making representations.

Course tutor, Alan Fairchild MBE, FSLCC is a former town clerk and responsible financial officer with over 40 years of experience of working in Norfolk and as a national representative on Government advisory and regulatory bodies, including SLCC.

#### **DATA PROTECTION ESSENTIALS**

Wednesday 12 February 2020 Carrowbreck House, Hellesdon

10am–12noon

This two hour course will introduce or refresh parish clerks and councillors on the essential and relevant features of data protection law. It will cover the key aspects of the General Data Protection Regulation (GDPR), the Freedom of Information (FoI) Act 2000 and the Data Protection Act (DPA) 2018. Not only will attendees learn how to relate to

Subscribe Past Issues the legislation with practical examples but they will also benefit from understanding how their personal data should be managed by others. Time will be set aside by the tutor to answer specific questions relating to particular circumstances or, if preferred, during separate one-to-one sessions immediately after the course has finished.

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### **NEIGHBOURHOOD PLAN AWARENESS SESSION**

Wednesday 19 February 2020 – Carrowbreck House, Hellesdon  
4pm–6pm

Neighbourhood Plans can give communities more control over the type, location, size, pace and design of development in their area. This workshop is aimed at Parish Councils who are considering producing a Neighbourhood Plan but need some practical support and guidance to get started from someone who has been through the process.

### **AN EASY GUIDE TO CYBER SAFETY – FREE TRAINING**

This free 3-hour training session provides smaller/medium sized voluntary, community and social enterprise organisations (including Parish Councils) with easy to understand guidance in how to keep cyber safe quickly, easily and at low cost.

Topics are:

- What is cyber security.
- Why we are at risk and how we are being attacked.
- Protecting your organisation:
  - Backing up,
  - keeping devices safe,
  - preventing virus/malware damage,
  - Avoiding scams/phishing
  - Using passwords
- Understanding your digital footprint
- What to do if you fall victim.

The dates for the training are as follows:

- Thursday 6th February 10am in Ipswich
- Monday 10th February 10am in Lowestoft
- Thursday 27th February 10am in Norwich
- Thursday 12th March 9.30am in King's Lynn.

For more information please contact [office@communityactionnorfolk.org.uk](mailto:office@communityactionnorfolk.org.uk)

### **EFFECTIVE APPRAISALS WORKSHOP**

Thursday 19 March 2020  
10am–1pm

£50 + VAT

**Carrowbreck House, Hellesdon**

Delivered by our HR Associate, Chris Moses, LLM Chartered FCIPD, this workshop will provide practical guidance on how to conduct effective appraisals. Chris will not only cover the theory of good practice but also through real examples and case studies will demonstrate the pitfalls of poorly managed appraisals, or indeed when such performance management is entirely lacking.

- Benefits of Appraisals & potential pitfalls
- Potential Pitfalls
- Setting out the Agenda and use of Appraisal forms – choice of appraisal forms.
- Preparing the Environment – ensuring that it is conducive to an effective Appraisal
- Conducting the meeting – questioning skills
- Giving Feedback
- Action Planning – ensuring that it is effective and will be implemented.
- Informing the Council of the Outcome and Action Plan – what should remain confidential.

Chris has been working with Local Councils for several years and is best placed to fully appreciate the challenges of good HR in our sector. This course is strongly recommended for Councillors and Officers who have responsibilities for personnel and people management.

**To book a training course click here**

**Click here to view the Calendar for more Events & Training**

**To view the current Parish Clerk Vacancies in Norfolk click here**



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