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FINANCIAL SUPPORT - DHCLG RESPONSE

Robert Jenrick MP, secretary of state for Housing, Communities and Local Government, has written a [letter to local councils](#) thanking them for their work supporting communities during this pandemic. Cllr Sue Baxter, chairman of NALC, [responded](#) saying "I am pleased the local government secretary has acknowledged and praised the fantastic response from local (parish and town) councils across England in supporting their communities during this pandemic. I welcome the recognition of the financial challenges facing local government and the need for support. We will continue to discuss how best to address this with the government and the Local Government Association."

The response so far on the key issue of funding from the secretary of state has then been: "As Local Government Secretary I want you to know that I am behind you and will support the vital work that you are doing in your communities. That is why I have made £3.2 billion of additional funding available to councils, with the latest tranche of £1.6 billion including a larger share for lower tier councils. If you have questions regarding funding I would encourage you to speak with your principal council." So, we need to follow this up with our principal councils locally, to explore the distribution of this funding to our local councils. It would be really helpful for me to hear any feedback over responses you are getting locally.

National ALC, working with SLCC, will also continue to press the case for tangible financial support direct to local councils, especially those councils operating facilities which have had to close or had limited use at the present time resulting in large funding gaps not otherwise being mitigated, for example by furlough arrangements.

MORE EXAMPLES OF CLERKS DOING AMAZING THINGS.....

In recent weeks, many of you as clerks have been juggling financial year ends, setting up your councils to run with virtual meetings and helping with Covid responses in your communities. For many clerks, that is just a few of the things being juggled in your lives at the present time!

We suggest that many councils/ councillors now should be saying a big 'thank you' to their clerks especially, and looking kindly at their level of reward/ hours being paid at the present time

We'd also like to share with you here two more examples of clerks working 'above and beyond' at the present time:

Covid response in Cromer

'Cromer Cares' was set up in mid-March. Julie Chance and Janet Warner, as Cromer's Clerk and Deputy Clerk, have been coordinating efforts since then, working closely with Cllr Tim Adams.

This has involved directly organising the supply of food and services to residents vulnerable due to social care needs, illness, housing issues or addiction. They are also been supporting people who either have very limited means, or who had existing arrears and debts, who haven't yet received furlough pay, have had unexpected bills, or with other financial pressures. They have worked with over two hundred volunteers and have helped over 1100 households in Cromer and the ten surrounding villages. They have assisted with befriending, newspaper collections, transport to medical appointments, all sorts of advice and with facilitating access to other services. In summary, this has been an amazing example of local councils proving how valuable and essential they can be, in one of the largest groups set up to respond to the Covid-19 outbreak. They have been able to move faster and more flexibly than other organisations, and their local knowledge and contacts have proven vital. Some days, they have been starting before 6:00am and finishing later than 10pm - well done them!

Virtual VE Day in Mundesley

We know of a number of councils with some great virtual VE days scheduled.

However, Doreen at Mundesley has co-ordinated plans for three days of virtual VE celebrations in Mundesley, see: <https://www.mundesley-pc.gov.uk/virtual-ve-day-join-in-the-fun/> As usual with Doreen, she is again 'setting the bar' very high for anyone else who might try to match her!

ANOTHER CiLCA SUCCESS

Congratulations to Mike Inder, Clerk at Boughton, Shouldham and Wiggshall St Germans parish councils, who is the latest to join those who've obtained their CiLCA qualification after being successfully tutored by Gabbie, our CiLCA recognised trainer. Well done Mike!



Book a place on our [CiLCA Introduction](#) if you want more information on what's involved.

ZOOM DISCOUNT

Sadly, the £59.95 discount price for the Zoom pro package was withdrawn last week and we have not been able to find another one as cheap yet. The best price now is the Zoom Pro Package at £119.90, but please let me know if you learn of anything else being offered. And in case it's of interest – Zoom have a recorded webinar on [using Zoom for state and local government](#). Whilst it is from an American perspective and is more of a general introduction with a few snippets about government use, it may still be a good use of 45 minutes.

LONELINESS/ 'IN GOOD COMPANY' UPDATE

There are more than 118,000 people living alone in Norfolk. In Good Company was originally launched in 2017, but has now been re-launched as ['Staying at home. but still In Good Company'](#), and provides Norfolk residents with information, help, opportunities and fun ideas to keep connected to others, whilst sticking to the social distancing guidelines. They have also teamed up with the EDP who are running a series of articles to show different aspects to their loneliness campaign, such as: <https://www.edp24.co.uk/news/museums-go-online-to-help-tackle-lockdown-loneliness-1-6632489>. Please do take a look at the webpages and share as appropriate.

FUNDING FOR VILLAGE HALLS

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This web page has useful funding links for community halls which could be of interest:

http://www.fundingforall.org.uk/fund_category/community-buildings-halls/

PUBLIC WORKS LOANS BOARD - WEBINAR

A recording of the recent webinar on the Public Works Loans Board can now be viewed here:

<https://event.webinarjam.com/t/click/vm71msvtmiyi4kio6h3fv>

ZOOM CONFERENCE CALLS THIS WEDNESDAY

Join us for our friendly weekly briefing and catch up

Clerks - South Norfolk, Broadland and Great Yarmouth District Councils at 2pm and North Norfolk and Breckland District Councils and BCKLWN councils at 3.30pm

Chairpersons – at 5.00pm.

Please email Russell for a link at countyofficer@norfolcalc.gov.uk – these will again be same as those for last week.

ENHANCED BESPOKE NORFOLK WEBSITE

Norfolk ALC has been working closely with [Broadland Digital](#) for the last couple of years in managing and supporting the local Norfolk parish websites.

As part of our collaboration, Broadland Digital is now able to also offer local parishes a more [enhanced bespoke website solution](#).

The new offering has been developed to meet the requirements of local parish councils who want to build on their current website, for example, a choice of domain name, colour scheme upgrades and bespoke email addresses.

These sites will also be fully compliant with all the latest accessibility requirements - as are our current Norfolk Parishes sites.

Feel free to give [Broadland Digital](#) a call on 01603 407786 for a chat and to discuss the needs of your parish website.

TRAINING PROGRAMME – SUMMARY FOR MAY AND JUNE

Having received suggestions over what you would like to see provided during May and June, we will be running the following courses, all using Zoom. Details of courses for July onwards, including for CilCA, can be found on the [Norfolk ALC website](#)

Making Word and PDF Documents Accessible - Wednesday 27 May, 10am

Helen Carrier will teach you how to create documents in Word or PDF format that meet the accessibility standards under the Public Sector Website Accessibility legislation.

Managing Local Council Meetings during Covid-19 - Friday 15 May, 11am, Thursday 21 May, 2pm and Tuesday 26 May, 11am

Local Council Meetings

Charing Meetings via Zoom – Part 1 - Tuesday 19 May, 9.30am

Rosemary Cochrane will cover role of the Chairman, meetings (preparation, agenda, rules of procedure, ground rules, charring styles) and charring remotely

Annual Governance & Accountability Return for Exempt Councils - Tuesday 19 May, 2pm

Pauline James is running this course for councils below the £25k receipts/payments limit. The session will cover the reconciliation of the cashbook to the bank statements, completion of the AGAR form, the variance analysis and everything you need to put on your website.

Charities and Parish Councils - Thursday 21 May, 10am and Friday 22 May, 10am

Charlotte Stannard will explain the types of trusteeship and the roles and responsibilities that accompany them. It will cover the definition of a charity, governing documents, incorporation liability and some myth busting around parish councils' duties towards charities.

Annual Governance & Accountability Return for Councils within the £25k to £200k Income Levels - Friday 22 May, 2pm

Pauline James is running this course for councils within the £25k to £200k receipts/payments levels. The will cover the reconciliation of the cashbook to the bank statements, completion of the AGAR form, the variance analysis and everything you need to send to the external auditors.

Charing Meetings via Zoom - Part 2 - Tuesday 26 May, 9.30am

In this session, Rosemary Cochrane will cover dealing with the public, public relations and working with the clerk.

An Introduction to Neighbourhood Planning - Wednesday 27 May, 10am and Thursday 28 May, 7pm

Delivery by Rachel Leggett, this session is designed to give Town and Parish Councils an understanding of what is involved in the development of a Neighbourhood Plan. To include: what is and is not a Neighbourhood Plan, an overview of the Neighbourhood Plan process, how to get started with confidence, developing a vision and objectives, writing the plan, what else could be involved, bringing the Neighbourhood Plan into force and resources needed.

Neighbourhood Planning, where do we go from here? - Wednesday 3 June, 10am and Thursday 4 June, 7pm

Delivery by Rachel Leggett, this session provides an existing Neighbourhood Plan group with support in moving forward. To include: establishing a project plan– the steps you need to undertake, trouble shooting, what can you be doing at your desk during lock down, bringing the Neighbourhood Plan into force: examination, referendum, adoption and resources.

Engaging Your Community - Wednesday 10 June, 10am and Thursday 11 June, 7pm

Delivery by Rachel Leggett, this session is designed to give town and parish councils ideas for engaging their community that go beyond questionnaires, public meetings and posters on noticeboards. To include: community profiling, who are the 'hard to reach', traditional ways to consult: public meetings, questionnaires done well (and badly), creative, engaging, fun and new ideas for engaging and consulting your community, good practice principles and resources

Role of the Clerk - Induction Training

Delivered by Gabbie, this is our essential foundation training for new Clerks, and covers the your role, the role of the Council and the Councillors as well as powers and duties, standing orders,

- Part One - The Core Roles – 23 June
- Part Two - Law & Procedures - 24 June
- Part Three - Finance - 25 June
- Part Four - Management & Community - 26 June

View our full [training programme](#), including for sessions beyond June, at the links below.



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



- Click [here](#) to access news from Breckland Council
- Click [here](#) to access news from Borough Council of King's Lynn & West Norfolk
- Click [here](#) to access news from Broadland District Council
- Click [here](#) to access news from Great Yarmouth Borough Council
- Click [here](#) to access news from Norfolk County Council
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