

Derbyshire Association of Local Councils



The Old Loom Shop, Building 23, Cromford Mill, Mill Road, Cromford,
Matlock, Derbyshire DE4 3RQ

Tel: 01629 826655

e-mails: chiefofficer@derbyshirealc.gov.uk
admin@derbyshirealc.gov.uk
www.derbyshirealc.gov.uk

Circular No. 03/2019

To all Member Town and Parish Councils and Parish Meetings

GENERAL CIRCULAR

In this Circular:

- Spring Seminar
- Preparations for a no-deal Brexit and local elections
- Final local government finance settlement
- Parliamentary Inquiry into ethical standards in local government published
- HR Advice on Short Service Contracts and Dismissals
- Open letter to Councillors from NALC Chair
- Great British Spring Clean 2019
- Arnold-Baker on Local Council Administration 11th Edition
- Clerk Tips

1. DALC SPRING SEMINAR – DRAFT PROGRAMME

With just two months to go before our Spring Seminar on April 1st, we've now finalised the agenda and look forward to welcoming you all at Willersley Castle in Cromford.

Titled '**Achieving more for your Community**', this day-long seminar will include talks by former Glastonbury TC chair Jon Cousins on the increasingly popular 'Community Organising' movement, advice on Homeworking security by Stuart Wilbur of Microshade VSM, and the ins-and-outs of council fundraising by Joan Smalley. There'll also be a presentation on community-based healthcare by Derbyshire County Council's Iain Little, Assistant Director of Public Health, plus a case-study and advice on Public Loans Board applications, and a Q&A panel discussion about local councils' use of social media.

Among the seminar's exhibitors will be new faces like Blachere Illumination, recycled street furniture manufacturer TDP Ltd from Wirksworth, and trusted favourites like Plantscape, Amberol, Came&Co, 2Commune, Streetscape and, of course, our Excellence Awards sponsor BHIB Councils Insurance.

Delegates can look forward to lunch and mid-session refreshments throughout the day, which is scheduled to run from 9.30am-4.00pm. Cost per delegate is just £50.

2. PREPARATIONS FOR A NO-DEAL BREXIT AND LOCAL ELECTIONS

NALC are in discussions with Government about preparations for a no-deal Brexit. At present, most of the issues raised have not been parish specific. However, there is an expectation that most preparation will take place at a regional level, through local resilience forums, although there is no further information available at present. We will be seeking representation on such a forum for the parish sector.

The government have also allocated £56.5m to help principal authorities prepare for Brexit, and I would encourage you to liaise with them about this new funding and so they are aware of any particular issues you may be facing.

One question has been raised and the answer is shown below, to give some certainty to the local elections in May:

“Q. Will local elections and EU elections likely go ahead?”

A. Electoral voting rights are being considered as part of Brexit preparations alongside all other rights EU citizens and UK expats will have when we leave Europe. To provide prospective candidates certainty, candidates validly nominated and elected at or before the May 2019 local elections in England and Northern Ireland should be able to serve their full term in office, notwithstanding any wider changes to voting and candidacy rights in the future. We are due to leave the EU before the EU elections.”

3. FINAL LOCAL GOVERNMENT FINANCE SETTLEMENT

The secretary of state for Housing, Communities and Local Government, James Brokenshire MP, published the final local government finance settlement 2019/20 last week and, as expected, council tax referendum principles have not been extended to local (parish and town) councils. To support our ongoing work on this issue, can I ask you to let us know if you are making a significant precept increase this year – please email chiefofficer@derbyshirealc.gov.uk, thank you!

4. PARLIAMENTARY INQUIRY INTO ETHICAL STANDARDS IN LOCAL GOVERNMENT PUBLISHED

The Committee on Standards in Public Life report on ethical standards in local government has been published, and the 110 page (!) document is available on their [website](#). NALC's media release is available [here](#).

5. HR ADVICE ON SHORT SERVICE CONTRACTS AND DISMISSALS

The Employment Tribunal recently ruled that Employees are entitled to a written statement of terms and conditions within their first month of employment, even for a short term contract. An employee dismissed for failing their probation period could bring a claim to the Employment Tribunal for unfair dismissal if the terms and conditions aren't provided. You can read more [here](#).

6. OPEN LETTER TO COUNCILLORS FROM NALC CHAIR

Cllr Sue Baxter, Chair of NALC, has sent an open letter to all Councillors which can be read [here](#)

7. GREAT BRITISH SPRING CLEAN 2019

Last year, many Town and Parish Councils got involved with the Great British Spring Clean. This year, the event will be taking place from 22 March – 23 April 2019 and aims to build on the success of last year's event, so we are hoping that Councils will once again support this initiative.

Over 370,000 #LitterHeroes joined forces last year - despite the 'Beast from the East' - to collect litter at 13,500 events across the UK, taking a national stand against single-use plastic.

KBT is aiming to inspire around half a million people to join forces - in partnership with local councils, community organisations, businesses and the government - to collect and safely dispose of single-use plastic from our streets, parks and beaches, recycling as much as possible."

[Find out more about Keep Britain Tidy](#)

8. ARNOLD-BAKER ON LOCAL COUNCIL ADMINISTRATION 11TH EDITION

We are again endeavouring to offer discounted copies of the above publication. Previously we achieved a discounted rate of £103.99 plus postage and packaging. Should any council wish lodge an interest to purchase a copy of this publication, please contact the DALC Office. We are awaiting confirmation from the supplier with regard to the current purchase price.

9. TIPS FROM CLERKS

Does your council own a defibrillator? Has it, and its metal holding box been added to your insurance inventory?

Wendy Amis
Chief Officer

February 2019

<https://www.derbyshirealc.gov.uk/uploads/190130-nalc-media-release---parliamentary-inquiry-backs-nalc-call-to-strengthen-standards-regime-for-100000-councillors.docx>

<https://www.derbyshirealc.gov.uk/uploads/open-letter-january-2019-3.pdf>

© This document remains the copyright of Derbyshire Association of Local Councils and should not be reproduced in any form without prior permission from the Association.

***“Value for money, quality & responsive service to
Member Councils”***

www.derbyshirealc.gov.uk

TRAINING & EVENTS DIARY

DATE	SUBJECT	CIRCULAR/ REF	VENUE	COST	CPD POINT	TRAINER
11 Feb 2019 (6pm – 7.30pm)	May Council Elections	02/2019	DALC Office, Cromford	£30 per delegate	1 per session	Wendy Amis
12 Feb 2019 (10am – 11.30am)	May Council Elections	02/2019	DALC Office, Cromford	£30 per delegate	1 per session	Wendy Amis
26 Feb 2019 (10am – 12.30pm)	Essentials of being a good employer	15/2018	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£45	1.5 per session	Chris Moses
28 Feb 2019 – 10am – 12.30pm)	Clerk Essential Training	02/2019	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£45	1.5 per session	Wendy Amis
4 March 2019 (10am – 1pm)	Finance for Local Council Clerks – Year End Audit	16/2018	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Jo Taylor
11 March 2019 (10am – 2.30pm)	Law & Good Practice of Local Council Meetings	16/2018	Cromford	£75 per delegate (including lunch)	2 per session	Alan Fairchild
1 April 2019	DALC Spring Seminar	15/2018	Willersley Castle	£50 per delegate	tbc	
4 April 2019 (10am – 2.00pm)	Cemetery Management	03/2019	DALC Office, Cromford	£75 per delegate to include lunch	2 per session	Alan Fairchild
8 April 2019 (10am – 2.30pm)	CiLCA Day 1	16/2018	DALC Office, Cromford	£250 * *		Jo Taylor
9 April 2019 (10am – 12.30pm)	Clerk Essential Training	16/2018	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis
20 May 2019 (10am – 2.30pm)	CiLCA Day 2	16/2018	DALC Office, Cromford	**		Jo Taylor
3 June 2019 (6pm – 8.30pm)	Councillor Essential Training	16/2018	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis

1 July 2019 (6pm – 8.30pm)	Councillor Essential Training	16/2018	TBC (Erewash)	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis
6 July 2019 (10am – 4.30pm)	Community Organising	16/2018	TBC	£30 per delegate	3 per session	TBC

8 July 2019 (6pm – 8.30pm)	Essential Chair Skills	16/2018	DALC Office, Cromford	£50 per delegate	1.5 per session	Wendy Amis
9 July 2019 (10am – 12.30pm)	Clerk Essential Training	16/2018	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis
2 Sept. 2019 (6pm – 8.30pm)	Councillor Essential Training	16/2018	TBC (South Derbyshire)	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis
7 Sept 2019 10am – 12.30pm)	Councillor Essential Training	16/2018	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis
30 Sept. 2019 (10am – 2.30pm)	CiLCA Day 1	16/2018	DALC Office, Cromford	£250 per delegate **		Jo Taylor
30 Sept 2019 (6.00pm – 8.30pm)	Councillor Essential Training	16/2018	Ashover Sports Pavilion	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis
7 October 2019 (10am – 2.30)	Finance for Local Council Clerks: Budgeting, precept & Financial Management	16/2018	DALC Office, Cromford	£75 per delegate	2 per session	Jo Taylor

7 October 2019 (6pm – 8.30pm)	Essential Finance for Councillors	16/2018	DALC Office	£50 per delegate	1.5 per session	Jo Taylor
15 October 2019 (10am – 12.30pm)	Clerk Essential Training	16/2018	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis

16 October 2019 (10am – 1pm)	Essential Employment Law for Parish & Town Councils	16/2018	DALC Office, Cromford	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Chris Moses
22 October 2019 (11am – 2.00pm)	DALC AGM	03/2019	Chesterfield Football Club			

23 October 2019 (6pm – 8.30pm)	Councillor Essential Training	16/2018	New Mills Town Hall (Library)	*Enhanced Sub Councils up to 3 free places/£50	1.5 per session	Wendy Amis
4 Nov. 2019 (10am – 12.30pm)	CiLCA Day 2	16/2018	DALC Office, Cromford	**		Jo Taylor
6 Nov. 2019 (10am – 1pm)	Planning Nuts & Bolts	16/2018	TBC	£50 per delegate	1.5 per session	Lance Wiggins
25 Nov. 2019 (6pm – 8.30pm)	Essential Chair Skills	16/2018	DALC Office, Cromford	£50 per delegate	1.5 per session	Wendy Amis
28 Nov. 2019 (10am – 1pm)	Freedom of Information GDPR	16/2018	TBC	£50 per delegate	1.5 per session	Michele Sarginson

* Up to 3 delegate places free per council on the enhanced subscription scheme

** Total fee for both days, plus follow-up support; a further payment is payable to SLCC for the examination and certificate