

Milly Southworth

From: Julie Calleya <Julie.Calleya@cornwall.gov.uk> on behalf of CornwallALC Enquiries <enquiries@cornwallalc.org.uk>
Sent: 10 September 2024 10:53
To: CornwallALC Enquiries
Subject: CALC: NEWS ROUND-UP 10/09/2024

Information Classification: CONTROLLED

Dear All -

Just a quick email to draw your attention to a number of [news items](#) that have been added to the [CALC website](#) recently, full details of the stories listed below with PDFs and links to the associated documentation are available for members on the news or job vacancies pages.

News items and Briefings include:

- On **Monday 16 September 2024, 10.30am** CALC will be hosting a Teams meeting for clerks and members of local councils. **Cornwall Council Head of Culture, Leisure & Libraries, Julie Zessimedes**, will give a briefing, **A Framework for Leisure for Town and Parish Councils** “*Cornwall Council has developed a draft 10 Year Framework for Leisure, as part of the consultation we are keen to present to you the key priorities and would welcome your feedback*”. **Please note:** given that this is likely to be a popular meeting we would ask councils to limit attendance to 2 people per council if possible, both officers or members are welcome. If you wish to join please use the link to the meeting below:

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 354 147 594 393

Passcode: dvdq8L

- **Hope for Cornwall – Tuesday 17 September 2024 at 6pm at the Hall for Cornwall** “*Homes for Cornwall is a grassroots movement of volunteers who represent different facets of the Duchy, who are mindful that the chronic housing issue is having a bearing on all walks of life, and who are committed to delivering change to address the housing crisis in Cornwall. As part of our work to help address the issue, Homes for Cornwall is taking over the Hall for Cornwall for an evening of Cornish culture, headlined by Fisherman’s Friends, to inspire us and remind us what is at stake. Alongside the performers you will hear from a handful of speakers who will update you on what Homes for Cornwall is doing, and what we need from others to succeed. A key part of this is making sure that local councillors and community stakeholders are engaged and involved. We’re therefore delighted that, thanks to the support of various partner businesses, local councillors can secure tickets for £5 (limited to four per council, but can be used to invite local community stakeholders who aren’t councillors). To access these tickets, please [visit our website here](#) and fill in the ‘apply for a community ticket’ webform.*”
- Cornwall Council Code of Conduct Review - Cornwall Council is reviewing its Code of Conduct. The Cornwall Council Code of Conduct is also used by town and parish councils throughout Cornwall, ensuring there is a uniform standard of conduct for all local councils and councillors. As part of the review, town and parish councils are welcome to submit their comments on the Code of Conduct for consideration by the Standards Committee. **Please send any comments to simon.mansell@cornwall.gov.uk by 10 October.**

- NALC have refreshed the **Legal Topic Note 35 on basic Contract Law** – The advice considers how contracts are formed, types of contractual obligations, breach of contract and termination, and council powers in respect of contracts. Login to the members area of the NALC website to access the advice note and visit the LTN section.
- CALC has updated a short guidance note summarising the principles of **Declaring Interests and Dispensations** – please follow this link <https://www.cornwallalc.org.uk/uploads/faq-declaring-interests.pdf?v=1723719308> you will need to login into the CALC website to access the information.
- CALC sent out its **Membership Survey on 1st August 2024** - we have had an overwhelming response and many thanks to those who have completed the form. If you are yet to complete this, please follow this link <https://www.cornwallalc.org.uk/membership-form-2024-2025> It is important that we receive the current information about your council so that we can help you access your membership now and in the future - if you clerk for more than one council you will need to complete this form for each council separately. The link will work whether or not you are logged into the CALC website and your information will be submitted automatically once you press submit. It will only take a few minutes to complete, and should you require any help at all in completing this, please let us know by email to: enquiries@cornwallalc.org.uk
- Does your area have a community orchard? Cornwall Orchard Network and Sustainable Food Cornwall are seeking to identify and make a list of all town & parish council orchards. They have a partial list already, but the information you provide will help them to understand what resources you need as part of their commitment to promoting food security, sustainability and community action. It will also help to strengthen the network and obtain further funding for supporting community orchards. Please complete the [Community Orchard Survey](#) to help Cornwall Orchard Network gather information about local community orchards.
- NALC launches its new website on
- **VE Day 80th anniversary commemorations 2025** – the latest guide and further information can be found on the website [VE Day 80](#)
- **LGA to launch “Make a Difference, Work for your Local Council campaign”** in the Autumn 2024 – a comprehensive toolkit and ongoing support will be provided to all councils.
- **Government consultation on proposed planning changes:** The Government published a draft revised National Planning Policy Framework (NPPF) on 30 July 2024 as part of the [planning changes consultation](#). The consultation runs until 24 September 2024 and proposes numerous changes, including an increase in housing numbers requirements. To help with understanding what this means for Cornwall, Cornwall Council’s Policy Team have produced [this briefing note](#) to help local councils with their individual responses. Cornwall Council will also be providing an update on this at the next local council planning training on 19 September.
- **NALC has updated its HR policies including how-to-guides, a template contract of employment and The Good Councillors Guide to Employment.** Local councils are encouraged to adapt these templates based on their specific needs and should ensure their policies align with their delegation or standing order schemes. These materials are exclusive to NALC members and were produced in collaboration with our employment law, HR, and health and safety services partner, [WorkNest](#). You can find all the templates in the templates section of the [member's area](#).
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Previous News items:

- **ACRE Village Hall Building Grants:** ACRE has recently confirmed that village hall management committees can once again apply for [grants](#) of up to £75,000 to improve village hall buildings. The

fund, which was originally announced to mark the Late Queen's Platinum Jubilee has reopened for new applications. Groups can submit applications for grants of between £7,500 and £75,000, which can be used to cover up to 20% of capital costs associated with renovation and improvement projects. This latest window for new applications is expected to last until government funding has been exhausted. The application process is competitive, and hall committees must be able to complete the project work by the end of March 2025. Interested groups are strongly encouraged to read information and guidance about the fund available from ACRE's website before applying [Action with Communities in Rural England - ACRE](#)

- In September 2024 it's the **20th anniversary** for **Stop Loan Sharks** and the **Stop Loan Sharks Spring Newsletter** has just been released - please contact the team for **FREE** loan shark awareness training and use the following link for the latest newsletter <https://www.stoploansharks.co.uk/newsletter-sign-up/>
- English Rural has produced **Building Tomorrow's Rural Communities: A Design Guide** – an essential resource for shaping the future of rural housing. Discover how you can contribute to positive change in your community by using the practical tools and innovative solutions provided to empower local communities with the knowledge and resources to start their own journey towards building affordable and beautiful rural homes – please use this link [The Rural Housing Design Guide • CLA](#)
- The Parkinson Partnership released a new briefing note (June 2024) about the Financial Services Compensation Scheme – please follow this link <https://www.cornwallalc.org.uk/uploads/financial-services-compensation-scheme-june-2024-13.pdf?v=1720164669>
- NALC have updated Legal Topic Note 79 on Staff Pensions: Auto enrolment – login to the members area of the NALC website to access the advice note.
- A reminder for the **Parish Council Domains Helper Service**: please see a recent article on the [NALC website](#) with further links to information and guidance. The Cabinet Office has now secured funding of £100 + vat to help eligible parish councils offset the initial cost of setting up a .gov.uk domain name. It is available across the financial year 24/25 to support 1,000 eligible councils. Also, you can listen to the SLCC's podcast '[making the move to a .gov.uk domain](#)' – you don't have to be a member of SLCC! Current projections suggests all funding will be allocated by February 2025 and funding will not be available in future years.
- JPAG will soon begin updating the Practitioners' Guide for 2025 and the NALC panel is keen to collect as much feedback from practitioners (Clerks & RFOs) as possible. There is a short survey on the NALC website to complete: <https://forms.office.com/Pages/ResponsePage.aspx?id=XI10-kGBhESEUZ2oBPD-MWaf9eGE4vdIok3wjETt7gtUQzdZSEVVUSJUWEVSOVkyNUpQWFE2UjRQUyQIQCN0PWcu>
- CALC has updated a short guidance note summarising the principles of voting and various voting formats available to Town and Parish councils – please follow this link <https://www.cornwallalc.org.uk/uploads/faq-methods-of-voting.pdf?v=1720454103> you will need to login into the CALC website to access the information.
- NALC has made community safety one of its big campaign themes in 2024. As part of this NALC is developing a new community safety webpage which will include case studies setting out what local (parish and town) councils can do and are currently doing to make their places feel safer. As such NALC would be grateful if you could please complete the following short Forms community safety case study document survey (<https://forms.office.com/pages/responsepage.aspx?id=XI10-kGBhESEUZ2oBPD-MXcDGgACcfVLo9lsczFoTXpUN09MRTBSRDJPVUZCT0FSVE82SlpEOEE0UCQIQCN0PWcu>) **The deadline for completion of the case study survey is 23:45 on Friday 20 September 2024.**
- NALC has a suite of 45 online event recordings allowing members who are unable to attend live sessions access to essential information and discussions. Topics covered vary from climate change

to planning to youth engagement and finance. The online recordings are published one month after the event and can be found on the NALC website – check them out!

- NACO has issued ‘**Guidance on A Ceremonial Response to Death**’ and we would urge all councils to register free of charge to the NACO website [here](#) and access the most up to date advice and information.

CALC Training Opportunities include:

- **Code of Conduct for Councillors:** an online training sessions via Teams for Councillors to attend Code of Conduct training with Sarah Mason on **Tuesday 19 November 2024 at 6.30pm-8.30pm** – Cost £20 + vat per delegate – book now to secure your place!
- **Code of Conduct for Clerks:** an online training session via Teams for clerks with Sarah Mason on **Tuesday 19 November 2024 at 10.30am-12.30pm - FREE**
- **CILCA 2025 Introductory Session:** We will be hosting an **Introductory session** on **Wednesday 9 October at 10am** - if you are interested in finding out more about this qualification, please register your interest by emailing: training@cornwallalc.org.uk
- **Being A Good Chair:** We are inviting expressions of interest for an online training session in October, November or early December. If you would like to register your interest please let us know as soon as possible by email: training@cornwallalc.org.uk with ‘**Being A Good Chair**’ in the subject line, including the delegate name, email and sponsoring council.
- **Planning Training with planning expert, Andrew Towler** and hosted by CALC: A choice of 2 online sessions and please book as soon as possible to avoid disappointment – places are booking up fast!

1. Introduction to Planning on Tuesday 15 October 2024 & Wednesday 6 November 2024 at 6.30pm-8.30pm – Cost £30 + vat per delegate

In this webinar there will be a focus on the roles and responsibilities of local councils in planning, local plan-making, the National Planning Policy Framework, developer contributions and guidance on how to respond effectively to planning applications, including the use of material considerations.

2. NEW Heritage & Conservation on Tuesday 22 October 2024 & Wednesday 20 November 2024 at 6.30pm-8pm - Cost £30 + vat per delegate

In this webinar there will be a particular focus on heritage, local plans and Class Q permitted development (which concerns the conversion of agricultural buildings into new homes) issues and how they interact with the planning system and the role of local councils in this.

- For further information on other training opportunities, follow this link to the CALC website and calendar: <https://www.cornwallalc.org.uk/list-of-courses> and <https://www.cornwallalc.org.uk/training1>

SWALC/Nimble E-Learning provide a variety of ‘work at your own pace’ interactive computer-based modules suitable for councillors and officers covering a broad range of subjects from information security awareness to civility and respect modules.

Steve Parkinson specialises in financial/VAT advice and training for the local council sector and has recently released his Autumn & 2025 schedule

Breakthrough Communications cover all aspects of council communications and community engagement and we have just received the latest bulletin with **dates for September & October 2024** - a full schedule is offered on a bi-monthly basis

Other Training Opportunities include:

- Cornwall Council invite all local councils to the next **Local Council training session on Thursday 19 September 2024 at 4pm-5.30pm** for an update on planning processes and procedures, plus a chance to hear the latest from each of the Planning Area teams, including Class Q and Class R (converting agricultural buildings) and annexes. This is an online event and please use the Teams link below to join. There is no need to book and places are not limited and this is open to clerks, officers and councillors.

The presentations from this event will be made available afterwards on our [Local Council Planning Training](#) webpage.

4.00-4.45pm Development Management: Processes and procedures update, Area Teams news (DM Group Leaders)

4.45-5.30pm Enforcement and Compliance 2024 (Jon Drew and Alan Mason, Planning Enforcement Group Leaders)

No need to book and places are not limited for each council. If you have any questions or need the link to join, please email positiveplanning@cornwall.gov.uk **LGA Leadership Essentials** is a series of programmes and workshops designed as themed learning opportunities for councillors. Each event concentrates on a specific portfolio or service area or theme and many of them are fully subsidised and are ideal for new councillors or those who wish to refresh their understanding. For further details on the programme please visit the webpage [LGA's Leadership Essentials programme](#)

- **Community Governance with the SLCC:** Governance covers the ways in which people and organisations work together and independently, making decisions for the benefit of a local community.

A range of qualifications are available, awarded by the De Montfort University (DMU) including Certificate of Higher Education (Level 4), Foundation Degree (Level 5), Honours Degree (Level 6) and MA in Public Leadership (Level 7)

Who can Take Community Governance? Any officer whose council would benefit from a deeper understanding of how local councils work – especially officers with CiLCA or new officers coming into the profession. The qualification is also open to councillors. For more information visit [SLCC | Community Governance](#) or email commgov@slcc.co.uk for more information

Job Vacancies include:

- Truro City Council - Full time Facilities Manager – Closing date for applications Monday 23 September 2024
- The Office of the Police and Crime Commissioner are looking for Councillor Advocates who have a desire to act as a positive and proactive communication conduit between the police, the Commissioner and the public. You are invited to volunteer for the scheme and for further information please email councilloradvocateopcc@dc-pcc.gov.uk or telephone 01392 225555 and ask to speak to Elizabeth Record.

For more information about any of the training opportunities please email training@cornwallalc.org.uk and if any members need help logging in to the [calc website](#), or the [NALC website](#), please contact us at enquiries@cornwallalc.org.uk

Kind regards,

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