

CALC Circular

for Chairmen, Councillors and Clerks

July/August 2017



CONTACT CALC

Monday to Friday, 9.00 am to 5.00pm.

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This Month

Congratulations to the Lake District National Park Authority on its success on becoming recognised as a World Heritage Site; the final push to ensure that all smaller parish councils are compliant with the Transparency Code and congratulations to NALC on reaching its 70th year supporting local councils across England. Thanks to the many parish councils who have already completed the CALC survey and a reminder that the deadline closes on Friday 4th August. Enjoy your summer and the next edition of the newsletter will be out in September –

Best wishes, *Samantha*

Samantha Bagshaw, Chief Officer, CALC

Transparency Fund 2017/18 – Money Still Available, Please Apply!

As smaller parish councils know, in 2014, the Local Audit and Accountability Act set a new audit framework for smaller authorities following the abolition of the Audit Commission. This included new requirements on local councils to publish information, set out in the Transparency Code for Smaller Authorities, it included the publication of a range of information on publicly available websites. In order to offset the additional burden of this, NALC set up the Transparency Fund in 2015 with £4.8 million from DCLG. The money was to fund the purchase of laptops and scanners, building website, training and clerk's time for uploading the documents.

Since July 2015, CALC has given out approximately £50,000 in grants to 53 parish councils across Cumbria. However,

160 eligible parish councils have not yet applied for funding. NALC have over £1million to give out to parish councils across England in 2017/18 but the fund **closes in March 2018** and there will be no further funds available.

Funding is not just for laptops and scanners – but every parish council should have its own laptop and scanner and not rely on their current clerk's own computer. Funding is also for time and training and websites. If you are not sure if you are eligible, please ring the CALC office on 01768 812663 to discuss your situation and we can advise you.

Or you can consult the NALC Transparency Frequently Asked Questions page – As a Recommended Code, the Transparency Code cannot be ignored. The requirement to publish information came into force in July 2015. CALC will be

focusing on helping all eligible councils to apply for funding until February 2018 – the final deadline for applications. However, all sub £25k parish councils need to have the relevant information published on a website (ideally with information going back to 2015). CALC will be sending all councils a reminder of all the information required to be placed on a free public website.

Finally, for sub £25,000 turnover parishes, the annual return for 2016/17 will be the last that is subject to a limited assurance external audit. Accounts for 2017/18 will be subject to internal audit as usual but will be required to publish information on the parish council's website. The Smaller Authorities Audit Appointments (SAAA) will be publishing more details about the new processes between January and March 2018.

If you would like to discuss any issues relating to Transparency please email on office@calc.org.uk

And click on the link below for more information on the fund:

<http://www.nalc.gov.uk/our-work/the-transparency-fund>

The Lake District becomes a World Heritage Site

The Lake District has joined iconic locations such as the Taj Mahal, the Great Barrier Reef and the Grand Canyon as a place of international acclaim. CALC is one of the 25 organisations that make up the Lake District National Park Partnership who had put the bid together for UNESCO recognition in the cultural landscape category. For more information, please follow the link below:

<http://lakesworldheritage.co.uk/blog/2017/july/euphoria-as-lake-district-becomes-a-world-heritage-site/>

Clerk Vacancies

Stainton (nr Kendal) Parish Council is seeking a clerk/RFO. Working 15 hours per month, six meetings per year, If you are interested in finding out more information please contact the chair on 01539560620 or email staintonpc@outlook.com Closing date 31st July 2017.

Muncaster Parish Council requires a Clerk for approximately 3.5 hours a week, pay according to the national pay scale.

Applicants must be computer literate, able to prepare Council Agenda and Minutes, familiar with book keeping and financial procedures and able to correspond with external organisations on behalf of the Council.

If you are interested in this position and would like more information, please contact:

- the Chairman, Mike Harrington, on 01229 717328 or mike@riveresk.co.uk or
- the Vice-Chairman, Leo Saldanha, 01229 717478 or leosaldanha43@btinternet.com

Closing date for applications has been extended to 5.00 pm on **Friday 31st July**.

FREE half day seminar on how to invest parish funds

CALC is delighted to have Mark Davies, Market Development, CCLA and Matthew Smith FPFS FCSI LLB (Hons), Chartered Financial Planner & Chartered Wealth Manager, Wealth Management Ltd coming up to Cumbria to discuss parish investments and savings.

Both are experts in their fields and will give short presentations - these will be followed by a surgery giving Parish/ Town councils

an opportunity to question either Matthew or Mark on investments.

The session will be held on 3rd October 2017 between 1pm and 4.30pm in the Ullswater Room at Penrith Methodist Church

Please get in touch with the CALC office (office@calc.org.uk) if you want to reserve a place.

MEETINGS COMING UP.....

The next meeting of the CALC Executive Committee will be on Saturday 21st October at 10.00am at Penrith Community Fire Station.

Allerdale –Three-tier meeting September, time and venue TBC.

Copeland – Millom Network Centre on the 14th September 2017, time TBC

South Lakeland – time and place TBC

Eden -. A 3 tier meeting hosted by Eden Distric Council.

Carlisle - the next meeting is TBC.

CALC AGM – Saturday 18th November at 10.30 a.m. Carlisle Race Course.

NALC Tree Charter

NALC has partnered with more than 70 organisations, including The Woodland Trust, to help launch a new Charter for Trees, Woods and People on 6 November 2017. The new Tree Charter will set out how our local communities and trees can best benefit one another. It will serve as a resource which local councils and other organisations can use in support of their efforts to look after their local trees. If you would like more information on the project, follow the link found here:

<http://www.nalc.gov.uk/treecharter>

What are No Cold Calling Zones?

Eden District Association had a presentation at a recent meeting from Trading Standards which prompted lively debate, so I thought I would share the information with all of you.

The aim of a No Cold Calling Zone (NCCZ) is to work in partnership to reduce the overall incidents of rogue trading and distraction burglary throughout Cumbria. NCCZ (the Zones) are about local residents or communities having the confidence to say "No" to uninvited sales people and to warn rogue traders and cold callers that they are not welcome in an area.

No Cold Calling Zones are created to discourage doorstep callers from visiting a particular area. The zones are easily identifiable by signs visibly promoting the message that cold callers are not welcome. Traders are urged to respect residents' wishes and not to cold call within the clearly defined area. There are a number of NCCZ's already established within Cumbria, a full list can be found [here](#).

No Cold Calling Zone Toolkit

Zones can now be set up by residents and local communities using a self-help toolkit. Whilst every area may not be suitable, advice and guidance will be provided. The toolkit includes a step by step guide with draft letters and voting forms. Door stickers and street signs will also be provided following consultation with key partner agencies ahead of the launch of a Zone.

Please find links to the toolkit and associated documentation below:

<http://www.cumbria.gov.uk/tradingstandards/consumers/nocoldcallingzones.asp>

New NALC Publications

CALC still has copies of the following booklets from NALC. If you would like to order any, please email office@calc.org.uk

- The Good Councillor Guide 2017 - £3.50
- The Good Councillor's Guide to Neighbourhood Planning - £3.50
- The Good Councillor Guide to Finance and Transparency - £2.50

NALC News

Rural Coalition statement

NALC is a leading member of the Rural Coalition which recently published a [statement](#) urging ministers to up their 'rural proofing game' on Brexit and other key public policy areas to deliver a fairer deal for the over nine million people in danger of being 'left behind' in rural areas. The statement – formally launched at an event in the House of Lords this month – identifies the key principles, policies and actions which the new Government must apply to secure a 'living, working countryside' and give rural communities a sustainable future.

NALC Annual Conference

NALC's Annual Conference is happening again this autumn, on 30 and 31st October. It is open to all member councils who wish to attend. This year Angela Rippon, CBE, is to address the conference

Angela Rippon is a former television journalist, newsreader, writer and presenter and more recently ambassador for the Alzheimer's Society, which she talks about in her interview in the Summer edition of LCR. Angela will be speaking in the plenary session on health and well-being on 31 October. More information and how to book can be found [here](#).

The Lake District National Park Partnership – Recruiting a Chairperson

The Partnership is recruiting a new Chairperson as Lord Clark is standing down after 10 years in the post. If you are interested in the role, or know anyone who may be suitable, please look at the LDNPA recruitment pages at [Lake District National Park Website](#)

Your Call to CALC

Question from a Clerk:

"A letter of complaint about a councillor has been sent to the Chairman and he has responded to it before consideration by the council. What should I do?"

Answer from CALC:

"The Chairman should have handed the letter to the you for acknowledgment and then consideration by the council in accordance with its Complaints Procedure. The Chairman does not have the authority to act unilaterally. Regardless of the letter already sent, the complaint should now be considered in the proper way and the complainant informed accordingly".

And Finally....

SAVE THE DATE - the CALC AGM.

Please join us at the Carlisle Race Course on Saturday 18th November for a presentation from the Police and Crime Commissioner on his rural policing priorities followed by a light lunch. More information to follow.