

Do you have news to share?

[Get in touch](#) via our website.

LALC will provide links but is not responsible for the content of external websites.

Contact us

 **Please contact the office on 01673 866596**

- For general enquiries including internal audit and advice, contact either Katrina – Line 1 (or mobile 07422 963475) or Andrew – Line 3 (or mobile 07549 019842). Flexible Monday - Friday
- For general enquiries including website management service, invoices, training booking enquiries, contact Lindsey – Line 2 on Monday, Tuesday, Friday
- For general enquiries including website/portal updates, e-news items, vacancies, contact Elaine – Line 4 on Fridays

Please note that there may be times when the LALC office is not manned, particularly if staff are out training or attending meetings. If you can't get hold of us by phone, please contact us via one of the methods below.



www.lalc.co.uk/contactus



enquiries@lalc.co.uk



Raise a new Enquiry on the portal (login required)

If any Clerks want to join the Clerks' eGroup, or any councillors want to join the Councillor eGroup, contact enquiries@lalc.co.uk.

This fortnightly newsletter is provided to member councils through the clerk and should be circulated to all councillors. This eNews can also be found on the [LALC website](http://www.lalc.co.uk) under News.

Training courses are available to book via the portal (login required)

The Training Bulletin is issued monthly, and courses are available to book via the portal. If there is any specific training which you feel would be valuable, and we don't currently offer it, please let us know and we will investigate. The Training Bulletin can be found on the LALC website www.lalc.co.uk/training-2-1.

Clerks – when booking training for your councillors, **please ensure that their email address is correct.** If not, they will not receive the booking confirmation or any joining instructions. If you have set up your councillors on the LALC portal, you will be able to select their correct email address from a drop-down list when booking the training.

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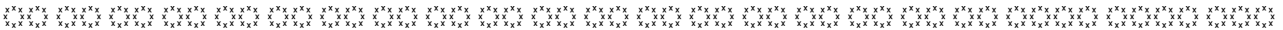
LALC will provide links but is not responsible for the content of external websites.

Please note that Lincolnshire County Council require a closing date on their advert, as well as salary information (these are mandatory fields). LCC will remove your advert once the closing date has passed, so please consider the date carefully as you will have to pay again to re-advertise if your vacancy hasn't been filled by then.

We recommend all councils advertise their vacancy, job details, method of application and up to date contact details **on their own website** too.

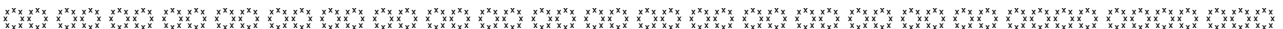
Please let us know when the vacancy has been filled, so that we can remove it from our website/eNews. If your vacancy has not yet been filled and you are continuing to advertise, please let us know of any revised closing date. **If you no longer specify a closing date, please let us know so that we can update the vacancy adverts.**

The NALC Recruitment Manual (developed as part of the Civility & Respect project) is now available via the portal. Go into Knowledgebase and click on 'Recruitment Manual' in the 'Employment' menu area.



Sign up to the LCC Town and Parishes newsletter – email:

lcctownandparishnews@lincolnshire.gov.uk

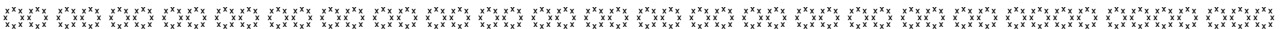


Latest News

To see the latest NALC news: <https://www.nalc.gov.uk/news>

To see the latest SLCC news: <https://www.slcc.co.uk/news-publications/>

(No login is required).



NEW: Employment law briefing announced for October

September 2024 sees the introduction of new statutory obligations for Councils to prevent sexual harassment of their employees. Furthermore, October will see the introduction of new entitlements for locums and other staff working on fixed term contracts, to request that the contract be extended for a longer period or made permanent.

To enable councils to respond to these new entitlements, as well as bring them up to date with new employment laws that are planned for 2025, Chris Moses will be conducting a 1 hour Zoom meeting to provide members with the information they need to know.

When: Thursday 10th October 2024, 10:00 – 11:00

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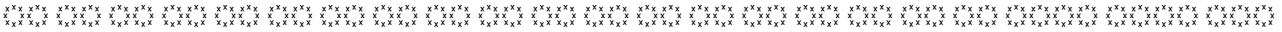
[Get in touch](#) via our website.

Find us on  
 @LincsALC & www.lalc.co.uk

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Please note that this training will use a Zoom link provided by Chris and not the usual LALC Zoom link. The link will be sent out in advance of the training.

Please book via the LALC portal in the usual way.



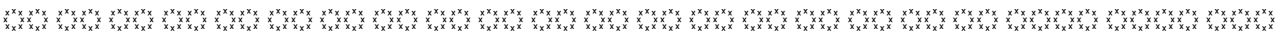
LALC Internal Audit Service – rates for 2024/25

LALC’s Management Committee has now agreed the new internal audit fees for 2024/25. The standard audit fee for the council’s relevant electorate banding applies, plus the fee for any of the bolt-on areas, if applicable:

Electorate banding	Approx hrs	Standard Audit Fee	Bolt-ons					
			Allotments	Burials	Markets	Community Buildings	Other	Charity Trustees
0-250	4.5	137.50	10	10	10	10	10	10
251-500	5	165	10	10	10	10	10	10
501-1000	6	220	10	10	10	10	10	10
1001-2500	7	275	10	10	10	10	10	10
2501-5000	8	330	10	10	10	10	10	10
5001-7500	9	385	10	10	10	10	10	10
7501-10,000	10	440	10	10	10	10	10	10
Over 10,000	11+	495	10	10	10	10	10	10

The fee covers 1 mid-year full audit plus end of year mini audit and completion of the AGAR Internal Audit form.

For any council requiring 2 mid-year full audits plus end of year mini audit and completion of the AGAR Internal Audit form, the fee will be doubled.



LALC portal access for councillors

Following a review of the LALC portal access levels for **councillors**, access to the Enquiries and Training & Events cards has now been restricted to the Chair only. Other councillors can access all parts of the portal except these two areas. (Please note that the access for clerks has **not** been changed).

If the Chair of the Employment/Staffing Committee needs to raise a staffing enquiry with LALC, can we request that this is made via enquiries@lalc.co.uk in the first instance.

Can we also request that clerks keep their portal records up to date in respect of the Chair or inform us if the Chair changes. This is to ensure that the new Chair is given the relevant level of portal access, and the 'old' Chair has their privileged access removed, leaving them with the same access as other councillors. This also ensures that the new Chair receives our regular mailings.



FAO NK councils: North Kesteven Climate Action Survey

NKDC are requesting help in promoting their climate survey with your parishioners and community.

Our Climate Emergency Strategy is reaching the halfway point in its lifecycle, and in 2025 we will be launching a refreshed version. Hearing what you think about climate action in North Kesteven is hugely important so that we can best reflect the issues and concerns in our area. We're looking for responses from individuals, businesses, community groups, charities, and any other organisations within the district to understand how you feel about climate change in North Kesteven and where there may be barriers to taking climate action.

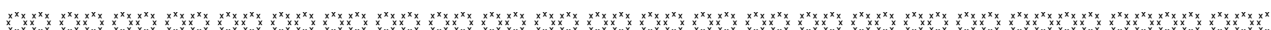
We will use your feedback to help guide our next climate emergency strategy. This survey should take no longer than 5-10 minutes to complete and it will close on **Friday 30th August**.

You can complete the survey online: <https://online1.snapsurveys.com/interview/add68539-215a-4ffb-a1fe-8aef53339040>

If you require a printed copy of the survey, please contact ClimateAction@n-kesteven.gov.uk and specify whether you are completing as an organisation or individual.

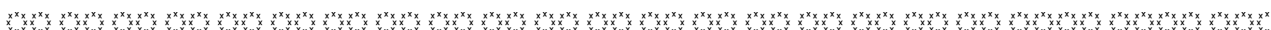
Please do share the survey more widely if possible, such as in newsletters or on social media.

Our thanks for your help and support - North Kesteven Climate Change Team



DEADLINE EXTENDED: Lincolnshire County Council Orchard Project

LCC have confirmed that they have extended the deadline for applications to the LincWoods tree planting project to 31st October. This is to give parish councils more time to apply.



Charity Commission - local council trustees

The Charity Commission has published (9th August 2024) refreshed guidance for local councils.

Charity Commission Chief Executive, David Holdsworth, is today writing to all local authorities in England and Wales setting out urgent action they can take to ensure they comply with the legal responsibilities of charity trusteeship, which makes them responsible for running the charity and managing its assets.

The letter, which coincides with updated guidance the regulator has developed with the Local Government Association, will highlight the Commission has dealt with several recent cases involving council trusteeship and warns of the “significant administrative headaches” councils could face from any failure to correctly comply with their duties.

Councils are typically trustees of charities that run public facilities serving local communities such as recreation grounds, public gardens, concert halls, and buildings of historic interest. More than 1200 registered charities list a local authority as a trustee.

Issues that commonly arise as part of the regulator’s casework include when a council:

- is unaware that it is a trustee of a charity
- does not keep separate accounts for the charity
- does not submit accounts or annual returns to the Commission when due
- unknowingly uses charity land for its own council purposes
- disposes of charity land without managing conflicts of interest that can arise between its role as trustee and statutory authority

Read the full press release:

<https://www.gov.uk/government/news/regulator-ceo-urges-councils-to-improve-compliance-with-trustee-duties>

Guidance – Local authorities (or councils) as trustees of charities:

<https://www.gov.uk/government/publications/local-authorities-as-charity-trustees>

Many local authorities hold assets that are subject to charitable trusts. This means the local authority is the charity trustee.

Read this guidance to understand the areas that a local authority, which is a charity trustee, needs to think about when discharging its trustee function.

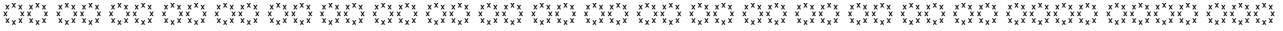
The guide for councillors is a short introduction to the topic and was developed with the contribution of the Local Government Association.

Guidance – Recreation ground guidance: guidance for trustees

<https://www.gov.uk/government/publications/recreation-ground-charities>

Guidance for trustees of recreation ground charities on common issues they may face, including the disposing of land and buildings and allowing other organisations to use the facilities.

Guidance for local authorities on King George’s Fields, explaining the Commission’s view on the charitable status of land which has been dedicated as a King George’s Field.



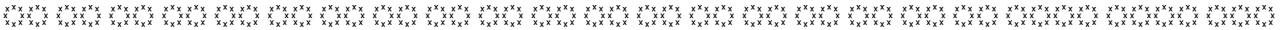
LCC Survey: Local Nature Recovery Strategy for Greater Lincolnshire

Lincolnshire County Council is currently running a survey for landowners, farmers, and land managers which will help us shape the first Local Nature Recovery Strategy for Greater Lincolnshire.

The Local Nature Recovery Strategy will outline how the natural environment will be supported and restored, through realistic and achievable goals. At this stage, the views of landowners and farmers will help shape specific parts of the plan, and once a draft plan is ready, there will be further consultation with the wider public, other organisations, and parish and town councils.

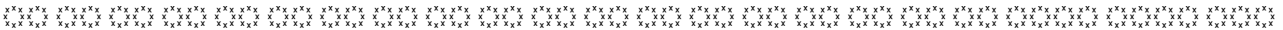
We have contacted various landowners and farming organisations directly, but we would appreciate your support in sharing details of the survey with relevant residents in your area. The survey will close on 2 September 2024.

Survey: <https://www.letstalk.lincolnshire.gov.uk/local-nature-farmer-survey>



Congratulations to Heighington Parish Council

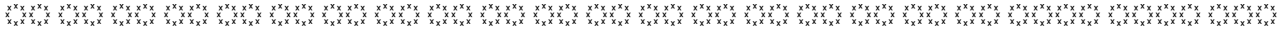
Heighington Parish Council have now achieved Foundation level of the Local Council Award Scheme.



The risks of not having correct employment documents in place

Employment contracts, time sheets, payslips are all legal requirements for councils to issue to their employees, not matter how low the pay or the hours.

In a recent dispute with an ex-employee, there was a challenge as to whether the employee had been paid minimum wage. HMRC subsequently accepted the ex-employee’s estimation of their working hours without question, because the key documents were not in place to say otherwise.



Hinckley & Rugby Building Society: Savings accounts tailored to parish and town councils

Hinckley & Rugby Building Society (<https://www.hrbs.co.uk/>) have two savings accounts suitable for Parish and Town Councils with an annual budget not exceeding £425,000.

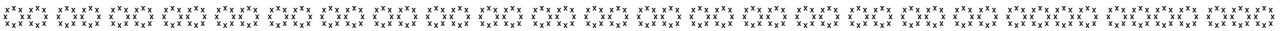
Summary of both accounts:

	Local Council Easy Access Deposit Account	Local Council 45 Day Notice Deposit Account
Minimum balance to open and maintain	£500	£1000
Maximum balance	£300,000	£300,000
Annual gross interest	2.65%	3.10%
Annual AER	2.65%	3.10%
Interest paid	1 December each year	1 December each year
To open and manage	This account can be opened and managed by post or at any of our branches and agencies. You can also manage your account by telephone or via H&R Online.	This account can be opened and managed by post or at any of our branches and agencies. You can also manage your account by telephone or via H&R Online.
Constraints	At least one signatory must be the Proper Officer or Responsible Financial Officer, with a maximum of four signatories to the account. Withdrawals can be made at any time without notice or penalty by electronic funds transfer and will only be sent to the council's nominated bank account from which the funds to open the account were drawn.	At least one signatory must be the Proper Officer or Responsible Financial Officer, with a maximum of four signatories to the account. Withdrawals can only be made by electronic funds transfer and will only be sent to the council's nominated bank account from which the funds to open the account were drawn. Withdrawals can be made subject to a 45-day notice period. Withdrawals must be made within 14 days of the notice period becoming effective.
Suitable for	This account is suitable for Parish and Town Councils with an annual budget not exceeding	This account is suitable for Parish and Town Councils with an annual budget not exceeding

	£425,000 who are looking for a safe place for their money and require the convenience of being able to withdraw money without notice.	£425,000 who are looking for a safe place for their money and are happy to give 45 days' notice in order to withdraw from the account.
Not suitable for	This account is not suitable for councils who are unable to maintain a balance of £500. It is also not suitable for councils who have larger sums to save where they will not need to access the savings at short notice.	This account is not suitable for councils who are unable to maintain a balance of £1,000, or who require instant access to their money.

Please consult full details of these local council savings accounts, including all the terms and conditions, before proceeding: <https://www.hrbs.co.uk/saving-category/deposit-accounts/>

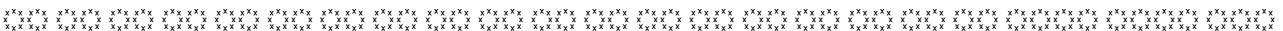
To request an application form and for further information contact 0800 4346343 or visit your local branch: <https://www.hrbs.co.uk/branches-agencies/>



BRAMM's Latest Newsletter

The British Register of Accredited Memorial Masons (BRAMM) has issued its latest newsletter. The newsletter includes information on memorial cleaning, acrylic grave surrounds, grave memorabilia, online training courses and more.

Newsletter:
<https://www.slcc.co.uk/site/wp-content/uploads/2024/08/BA-BRAMM-Newsletter-Summer-24.pdf>



Audit Matters

As a founding body of Smaller Authorities' Audit Appointment (SAAA), NALC has welcomed the publication of its first annual report setting out a clear mission to provide an effective and sustainable audit regime enabling communities to hold their local (town and parish) councils to account. The report includes a straightforward strategic plan. The strategic plan emphasises market development, supporting practitioners and improving limited assurance review.

NALC has also welcomed the Government's recent announcement on the local audit backlog in principal councils. The announcement addresses the backlog of unaudited principal authority accounts and aims to put local audit on a sustainable footing. This will be an opportunity for NALC to press for several

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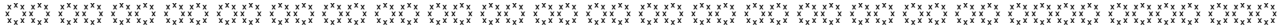
LALC will provide links but is not responsible for the content of external websites.

Work completed in July:

- Potholes filled – 7,906
- Roads resurfaced – 32
- Road surface treatments - 246
- Footways rebuilt - 29
- Footway surface treatments – 53
- Drainage improvement schemes - 7
- Streetlights repaired - 591
- Tree/vegetation jobs - 339

Read the full article:

<https://www.lincolnshire.gov.uk/news/article/1995/almost-8000-potholes-filled-in-a-month>



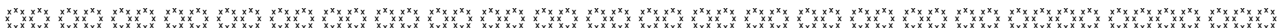
Food for thought

Last year the Government announced that councils had to introduce weekly food waste collections before the end of March 2026.

It's estimated that households in Lincolnshire throw away between 30,000 and 35,000 tonnes of food every year. All that food is currently sent to our energy from waste plant; if it were recycled instead it would boost Lincolnshire's recycling rate by 7%.

Expect to see more details about how and when food waste collections will be introduced in your area in the coming months. Meanwhile, find tips for making the most of the food you buy at

www.lovefoodhatewaste.com



East Lindsey Community Ambassadors Awards

East Lindsey District Council have announced that they will hold a new recognition award event each year to celebrate the local community champions who make East Lindsey a great place to live, work and visit.

The inaugural event will take place in early November 2024, with a five-week long nomination period running beforehand from Monday 2 September until Friday 4 October.

The award categories have been confirmed as:

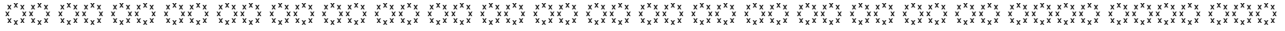
- Outstanding Achievement
- Group Champion
- Individual Champion
- Youth Champion

Find us on
@LincsALC & www.lalc.co.uk

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More information about the event will be shared in the coming weeks via the Council's website (<https://www.e-lindsey.gov.uk/>) and on social media: Facebook, Twitter, LinkedIn and Nextdoor.



NALC Blog: Moving to a .gov.uk domain - 50% of funding now allocated

If your local (parish and town) council is still considering a move to a .gov.uk domain, the Parish Council Domains Helper Service would like to draw your attention to the current funding position.

You will remember from previous articles, that 1000 councils moving over to a .gov.uk domain in this financial year are able to access funding of £100 +VAT to help offset any initial costs. This funding is finite and will not be available in future years.

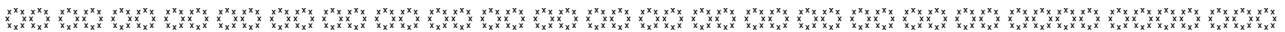
At the time of writing, almost 500 councils have claimed their funding, and this figure is increasing by approximately 80 - 100 councils a month. Our current projection suggests all funding will be allocated by late February 2025. We encourage all councils with an appetite to move over to a .gov.uk domain to engage with the Parish Council Domains Helper Service as early as possible, as funding is allocated on a first-come, first-served basis.

There is a now a short presentation on YouTube explaining the basics of gov.uk domains: <https://www.youtube.com/watch?v=891gK5Ew7HE>

Read the full blog: <https://www.nalc.gov.uk/news/entry/2994-moving-to-a-gov-uk-domain-50-of-funding-now-allocated%20>

Register your interest for a gov.uk domain: <https://tinyurl.com/mu727faf>

General enquiries: parish-helper@domains.gov.uk



LGA event on handling online abuse

The Local Government Association (LGA) held an event on 23 July 2024 on handling online abuse and intimidation for newly elected councillors. The event provided practical advice on handling online harassment and stalking, cyber bullying and threats and being a responsible digital citizen. Although the event was aimed at principal authority councillors, the guidance is also useful for local councillors.

Check out the presentations: <https://tinyurl.com/29mhua4>

