

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)

11. *Urtica dioica* L. (Urticaceae) (Fig. 11)

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 chair and should be circulated to all councillors. This eNews can also be found on the [LALC website](#) under News (LALC News). Other important information which comes up in between eNews publication dates is also shared on the website under News (Our Blog).

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 here.](#)

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.

If you update your council email and are **already** booked on training, please let us know so that we can update your booking to ensure you receive the automatic reminders.

If one of your councillors resigns, and they were booked on LALC training, **please cancel their place**, so that others can book on. Failure to do so may not only deprive other councils from attending but could result in a non-attendance charge (see below).

Please note our **training cancellation policy**:

- For part day courses – please ensure we receive cancellations at least 48 hours in advance
- For full day events – please ensure we receive cancellations at least 5 working days in advance, as we need to pre-order and pay for lunches

Due to persistent non-attendance at booked events, it is unfortunate that LALC have had to amend the way we impose our cancellation fees. All members are charged 50% of the training cost when insufficient notice is received (as above) for non-attendance at training events. No shows will be charged at 100% of the course fee. All charges are regardless of whether the council is a member of the ATS or not.

Current vacancies	Position	Closing date
<u>Fenton and Torksey Lock Parish Council</u>	Clerk/RFO	No closing date
<u>Brookenby Parish Council</u>	Clerk/RFO	No closing date
<u>Toft Newton Parish Council</u>	Clerk/RFO	No closing date
<u>Gedney Hill Parish Council</u>	Clerk/RFO	No closing date
<u>Cadney cum Howsham Parish Council (North Lincs)</u>	Clerk/RFO	No closing date
<u>South Kyme Parish Council</u>	Clerk/RFO	14 th January 2026
<u>Holland Fen with Brothertoft Parish Council</u>	Clerk/RFO	16 th January 2026
<u>Northants CALC</u>	Senior Advisory Services Manager	26 th January 2026
<u>Heckington Parish Council</u>	Caretaker	16 th January 2026
<u>Coningsby Town Council</u>	Assistant Clerk	28 th February 2026
<u>Great Coates Village Council</u>	Clerk/RFO	20 th February 2026
<u>Branston & Mere Parish Council</u>	RFO	No closing date

Vacancy advertising

LALC can advertise your vacancy on our website and in the fortnightly eNews. This is a **free** service. If you do not have a pre-prepared advert to send us, please complete our **Vacancy Template**, which can be found in the Members Portal under Document Templates.

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

*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.

We also offer a **paid** advertising service, which ensures that your advert also appears on Lincolnshire County Council's website, Facebook, and LinkedIn (in addition to the LALC website and eNews). The current fee for this is £80. Please complete the Vacancy Template (as above), ensuring that all requested information is completed, and then contact us at enquiries@lalc.co.uk. You will be invoiced for this service.

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

The latest NALC news can be found [here](#) (NALC login required)

The latest SLCC news can be found [here](#) (No SLCC login required)

Local Council Award congratulations

Congratulations to Louth Town Council upon attaining the Local Council Bronze Award.

LALC Annual Training Scheme (ATS) 2026-27

By joining the Annual Training Scheme (ATS), Councils can benefit from free access to our Core training events. (A small charge will apply to cover lunch at all-day in-person events). Core events cover the essentials for clerks and councillors, including Councillor Induction & Refresher, JADU: Agendas & Minutes,

JADU: Announcements & News, Effective Meetings, New Clerk Induction, Preparing for Internal Audit, Chair's Workshop, Planning System Introduction, Year-End, AGAR and Audit, and others - plus many finance-related sessions delivered by Parkinson Partnership.

Fees apply for ATS members attending non-Core training, such as First Aid at Work, Play Area Inspections, Cemetery Management, Allotments and others.

The Certificate in Local Council Administration (CiLCA) is not included under the ATS. Interested candidates should contact LALC for further details of CiLCA training and mentoring.

Councils that are not members of the ATS pay a fee for each training place, regardless of whether it is for Core or non-Core events.

The ATS fee bandings are based on electorate figures. VAT is applicable to these fees. Please note that the ATS charges are additional to the LALC Annual Membership Subscription charges.

2026-27 ATS fees

Electorate banding	Net	VAT	Gross
Up to 250 electorate	£120	£24	£144
251 to 500 electorate	£130	£26	£156
501 to 1000 electorate	£145	£29	£174
1001 to 2500 electorate	£170	£34	£204
2501 to 5000 electorate	£185	£37	£222
5001 to 7500 electorate	£195	£39	£234
7501 to 10,000 electorate	£205	£41	£246
10,001 to 20,000 electorate	£215	£43	£258
20,001 and above electorate	£225	£45	£270

Training fees 2026-27

ATS Member	Core	Lunch (core, all day, in-person)	Non-core (part day)	Non-core (all day, in-person)	Non-core (all day, remote)
	Included	£15 + VAT per delegate	£40 + VAT	£85 + VAT	£70 + VAT

Non-ATS Member			Core or non-core (part day)	Core or non-core (all day, in-person)	Core or non-core (all day, remote)
			£40 + VAT	£85 + VAT	£70 + VAT



NALC: Section 137 expenditure limit for parish and town councils announced for 2026/27

The Ministry of Housing, Communities and Local Government has informed us of an increase in the Section 137 expenditure limit for parish and town councils in England for the 2026/27 financial year. The new limit is £11.60 per elector, up from £11.10 in 2025/26.

The increase reflects the percentage rise in the retail price index between September 2024 and September 2025, in accordance with Schedule 12B of the Local Government Act 1972. Section 137 of the Act allows parish and town councils to incur expenditures for purposes that benefit their communities when no specific statutory power is available.

Adjusting the expenditure limit will enable parish and town councils to allocate funds to projects that support local communities, ranging from small infrastructure improvements to community welfare initiatives.



Parkinson Partnership: Procurement Thresholds & Tax



Procurement Thresholds from 1 January 2026

Councils must comply with the full rules of the Procurement Act 2023 where potential contracts have an estimated value (including VAT) of over:

£207,720	(previously £214,904)	for goods or services, or
£5,193,000	(previously £5,372,609)	for public works (construction)

Where a contract will run for several years, it is the total (not annual) value that matters.

[PPN 023: 2026 Threshold Amounts \(HTML\) - GOV.UK](https://www.gov.uk/government/publications/procurement-thresholds-2026)

Financial Services Compensation Scheme

The protection offered by the FSCS increased to £120,000 from December 2025. Not all councils are covered by the scheme, only "a small local authority with an annual budget of up to EUR 500,000" (about £430,589, using the required 3 July 2025 exchange rate).

Not all deposits are covered. For example, Gilts are backed by the UK Government, money market funds spread their risk by placing deposits with many different banks and non-UK bank deposits are generally covered under a reciprocal agreement.

Home Working Tax Change

Where a council does not pay staff a home working allowance, employees can currently claim tax relief (worth up to £62 a year for basic rate taxpayers) on their extra household costs. This tax relief will cease to be available for the 2026/27 tax year onwards.

Income Tax: removal of the tax relief for additional homeworking expenses - GOV.UK

There are **no tax changes** where councils pay staff a tax-free home working allowance of up to £26 a month.

Disclaimer

This bulletin is only intended as a brief guide and councils should ensure they follow the Regulations and guidance on www.gov.uk, seeking professional advice if they are in any doubt. The Parkinson Partnership LLP accepts no liability for any loss arising from situations where councils have not followed the law and guidance.

Woodland Trust – Free Community Tree Packs

Applications for tree packs are now open. This is a straightforward and effective way for town and parish councils to get started with tree planting in their communities, whether for hedgerows, small woodlands, wildlife enhancements or urban settings.

The following packs are currently available:

- **Hedge** – to create natural boundaries or link habitats
- **Copse** – ideal for small woodland or outdoor learning spaces
- **Wild Harvest** – fruit and nut trees for community use
- **Year-Round Colour** – seasonal interest through flowers, berries and autumn colour
- **Working Wood** – suitable for small-scale fuel or craft use
- **Wild Wood** – hardy native species for exposed or wet sites
- **Wildlife** – trees and shrubs selected to support nature
- **Urban Trees** – designed for residential areas with limited space

[Apply here](#). Councils will need a six-digit grid reference for the planting site, landowner permission, and to review the FAQs before applying.

On 11 November 2026, communities across the United Kingdom, Channel Islands, and the Isle of Man are invited to come together for the Lamp Light of Peace – In Remembrance event.

Organised by Bruno Peek CVO OBE OPR, Pageantmaster, and supported by SLCC, we encourage town, parish, and community councils, who wish to take part, to light a Lamp Light of Peace at 10:57am on 11 November 2026, in a way that is appropriate to your local community.

The Lamp Light of Peace will become an annual act of remembrance, creating a shared moment of reflection and hope each Remembrance Day.

As we remember, let the flame of peace also be passed between us, hand to hand – its light illuminating the lives once lived, but the promise of a future yet unwritten. As the voices of those who have gone before fade into history, it is our responsibility to honour their sorrow and respond with hope to the wounds that conflict leaves behind.

– Bruno Peek CVO OBE OPR, Pageantmaster

[Read more about the event and download the Guide to Taking Part.](#)

Improvement and Development Board's Civility and Respect Working Group Launches Governance Checklist to Support Councils

The Improvement and Development Board Civility and Respect Working Group has published a recommended basic governance checklist for parish and town councils. The checklist is a practical first step to support stronger governance, helping councils identify what they do well, what they can improve and contribute to ensuring the council is both civil and respectful.

The checklist covers key elements of good governance, including:

- Membership and professional support – Ensuring councils and clerks are connected to sector bodies such as the National Association of Local Councils (NALC) and SLCC for advice, training, and best practice.
- Employment and training – Confirming contracts, personal development plans, and access to ongoing professional development for clerks and councillors.
- Codes of conduct and civility – Reinforcing the importance of signed Codes of Conduct, civility pledges, and training to maintain respectful behaviour.
- Core governance documents – Verifying essential policies and procedures such as Standing Orders, Financial Regulations, Complaints Procedures, and Risk Management.
- Transparency and accountability – Checking that information covering audits, financial transactions, meeting minutes, and calendars is properly managed and publicly accessible.

By using this checklist, councils can benchmark their current practices, identify gaps, and take proactive steps to strengthen governance. This not only helps prevent issues from escalating but also demonstrates a commitment to operating with civility and respect – key principles for building trust within the community and among council members.

Strong governance is the cornerstone of a well-run council. Reviewing governance against this checklist is an opportunity to ensure clarity of roles, improve decision-making, and foster a positive culture where councillors, clerks, and communities work together respectfully.

Access the Basic Governance Checklist.

NALC welcomes multi-year funding settlement and continued tax referendum exemption

NALC have welcomed the government's proposals to introduce multi-year financial settlements for local government and to exempt parish and town councils from council tax referendum principles for the next three financial years. It is a long-standing priority that will bring much-needed stability and certainty to local government finance.

Read the full NALC response.

Publication Scheme

Parish, town and community councils should be aware that the Freedom of Information Act 2000 requires every public authority to adopt and maintain an approved publication scheme. Councils should adopt the ICO's Model Publication Scheme and make it available to the public. The ICO also provides guide-to-information templates tailored for councils which complement, but don't replace, the scheme. In practice, councils should have both.

Save the date(s)!

IALC and our colleagues from ERNLICA will once again be at the **Lincolnshire Show** on 17th & 18th June.

The **LALC AGM** will take place on **9th July**, via Zoom. (Details/timing TBC).

Once again, we'll be holding our **Summer Conference** at the Epic Centre, Lincolnshire Showground. This will take place on **14th July**. We are currently pulling together the details and if you have any specific suggestions for trade stands or talking tables, **please let us know** - we want to make sure the conference is relevant, interesting and engaging for our members.



SLCC: Guidance on Working in Cold Weather

With winter upon us once again and the cold weather, it is a good time to remind you of the advice on working in these temperatures.

There is a minimum temperature for an indoor workplace which should be at least 16 degrees, or 13 degrees if the work involves rigorous physical effort.

Temporary local heating, e.g. radiators or temporary heaters, can be used where a comfortable temperature cannot otherwise be maintained. You can also put on more clothes, reduce draughts, and provide breaks for staff to warm up in heated areas with a hot drink.

In addition, colder weather can lead to more slips, trips, and falls in the workplace with surfaces becoming unsafe leading to more accidents happening. These can be prevented by using grit or salt in outdoor uncovered areas which are prone to slipping. Covering walkways with insulating materials overnight, diverting people off to less slippery paths, and separating off the icy area by a barrier can also be considered.

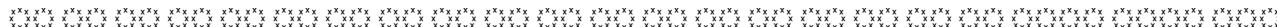


Consultation: Reducing the Prevalence of Private Estate Management Arrangements

The government has announced a consultation on proposals to tackle unadopted amenities on privately managed housing estates in England. There is a growing issue of unadopted amenities on privately managed housing estates in England, where communal infrastructure such as roads, green spaces, and drainage systems are maintained by private management companies rather than public authorities, including local councils.

[More information about the consultation can be found here.](#)

Please note the consultation closes at 11.59pm on 12 March 2026.



Lincolnshire Fire & Rescue: Register your appliances for a safer 2026

Following a busy festive period of gift-giving and sales shopping, Lincolnshire Fire and Rescue are encouraging everyone to register electrical appliances (old and new) as part of [Register My Appliance Week](#).

Whether it's an air fryer, coffee machine, hair tool, or large kitchen appliance, registering products means that manufacturers can contact owners quickly if a safety repair or recall is needed.

Registering your appliance protects against any manufacturing defects, but electrical faults can also happen through ordinary wear and tear. If your cables are frayed, the plug is damaged, there's loose wiring, or your device gets very hot when charging, unplug it and turn it off, then take it to a professional to inspect and repair.

To avoid house fires due to electrical appliances:

- Make sure your electrical appliances are not near water.
- Service them regularly, we recommend yearly.
- Do not leave washing machines, tumble dryers or dishwashers on when you are out or asleep.
- Beware of fake products as they may not meet the UK's minimum safety requirements, check for a CE or UKCA mark.

For cables and plugs:

- Do not overload sockets with too many appliances.
- Keep an eye out for damage like fraying power leads and loose wires.
- Switch off and unplug appliances when they are not in use, unless they are designed to stay on like your fridge.
- Do not charge or place electrical equipment under pillows or blankets where heat cannot escape.

NALC release additional tickets for ‘Beyond the Precept: Funding solutions for smaller parish and town councils’ event

Extra tickets have now been released for this online event, being held on 11 February 2026.

This event builds on the theme explored earlier this year and digs deeper into practical, achievable funding routes for smaller and medium-sized parish and town councils. You'll hear how councils are successfully securing funding from a wide range of sources, using that support to maintain and protect services, run and save facilities, and deliver the projects their residents rely on. Interested parties are encouraged to register promptly, as this new allocation is expected to sell out quickly.

[Book here](#) (Ticket prices start from £35, excluding VAT and fees)

LCC: North Hykeham Relief Road 'Meet the Contractor' events announced for February

A series of three public information events will be held during w/c 2nd February, offering a chance to meet to the construction team and find out how the new road will be built when works start.

The events will take place from 3pm to 8pm on/at:

- Tuesday 3 February at Waddington Community Hub (High St, LN5 9RF)
- Wednesday 4 February at Bracebridge Heath Pavilion (Entrance next to No. 67 Bath Road)
- Thursday 5 February at Bentley Hotel (Newark Rd, LN6 9NH)

"This is an opportunity for people to come meet the construction team that will be building the North Hykeham Relief Road. Not only can people find out more about construction plans and how the road will be built, but there will also be information about road closures and some of the plans the team has for giving back to the community throughout the project. We'll also have several 4D models available at the events, in addition to a display of some of the artefacts archaeologists discovered over recent months, including roman pottery and a Neolithic axe head dating back 5,000 years ago."

Further details about the project.

SKDC: Community and volunteer groups invited to funding workshop

A free funding workshop for voluntary and community groups will showcase how to access valuable project funding. South Kesteven District Council's Community Engagement Team is hosting a two-hour workshop to give insight and pointers on everything from setting up a group to how to write a successful funding bid.

The workshop will be held in the Jubilee Church Life Centre, Grantham on Wednesday January 28th from 6pm to 8pm.

Book your free place.

NALC welcomes new evidence on the power of parish and town councils

NALC welcomes the publication of a new report from the Local Policy Innovation Partnership (LPIP), [The Future of Local Democracy – Devolution and the Need to Empower Parish and Town Councils](#). The report provides a timely and compelling examination of the vital role played by parish and town councils as the community tier of government, and the action needed to ensure they are correctly recognised and supported as England's devolution agenda develops.

[Read more in NALC News](#)

NALC: SAAA launches major project to digitise the AGAR process

The [Smaller Authorities' Audit Appointments](#) (SAAA) has announced a significant step forward in modernising financial reporting for parish and town councils, with work well underway to digitise the

Annual Governance and Accountability Return (AGAR). The new online system aims to make the AGAR process simpler, more consistent, and more accessible for all smaller authorities.

SAAA, which appoints external auditors and oversees quality assurance across the sector, is developing the new AGAR portal, with the live trial scheduled for May and June 2026, covering AGAR submissions for the 2025/26 financial year. Parish and town councils of various sizes, including parish meetings, larger town councils, Internal Drainage Boards, harbour boards, conservation boards and charter trustees, have already been contacted to participate, with a requirement for at least 20 authorities for each of the four audit firms involved.

[Read more in NALC News](#)

Digitized by srujanika@gmail.com

The Bee Friendly Trust is inviting entries from town and parish councils, community groups, and others to their latest annual Bee Friendly Awards. The awards celebrate the work being done in supporting bees and

They are also looking for the nation's most unique and innovative bughotel as part of the awards.

The deadline for entry to the Bee Friendly Awards 2026 is Friday, 10 April 2026, and [further information can be found here](#).

SLCC: National Apprenticeship Week

National Apprenticeship Week will take place from 9 February to 15 February.

The week-long celebration brings together businesses and apprentices across the country to shine a light on the positive impact that apprenticeships make to individuals, businesses and the wider economy.

Councils are encouraged to visit the [National Apprenticeship Week 2026 website](#) for ideas, help and support to plan activities or view the online calendar of events.

There is also a dedicated National Apprenticeship Week section featured on the [Skills for Careers website](#).

SLCC podcast: Training Tomorrow's Clerks: Inside Sway Parish Council's Apprentice Initiative

[Listen here](#) (no login required).



BBC: Pioneering flood alarm offers hope for residents

A new flood warning system aiming to give communities faster, more localised information is being trialled across Lincolnshire. Remote sensors, which act as "river alarms", have been installed at 66 locations in the county in what developers say is the "first hyperlocal flood alarm system" in the UK.

The system, which is run by Lincolnshire County Council's Project Groundwater team and supported by government funding, is free to use for residents. Vicky Jones, flood resilience programme co-ordinator on the council's Project Groundwater, external team, said the scheme was designed to "enhance" the existing Environment Agency (EA) flood warning system, which covers broader geographic areas.

"We've targeted local flooding hotspots and at the moment we've got 66 towns and villages with these devices in place, with 35 other communities about to join," she said.

Installation locations include Heighington, Billingborough, Fiskerton, Grantham, Market Rasen, Boston and Ruskington.

[Read more.](#)



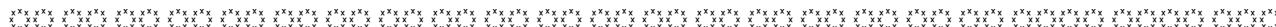
Elsewhere in the country: City council rebukes parish for "unprecedented volume" of standards complaints

A parish council responsible for an "unprecedented volume" of standards complaints has been asked to contribute to the costs of standards investigations. In a letter sent to Kents Hill and Monkston Parish Council, the chair of Milton Keynes City Council's Standards Committee, Cllr Mandy Legg, said the circumstances had resulted in a "disproportionate pull on the City Council's resources".

According to the correspondence, the parish is responsible for 64% of all parish council complaints received during this financial year, despite the number of electors registered in the parish comprising less than 3% of those in the local authority area.

The complaints have thus far resulted in two investigations commissioned by the monitoring officer, incurring costs to the city council of over £10,000. Cllr Legg also predicted that the associated cost of consulting Independent Persons was likely to be in excess of £3,000.

Source: [LocalGovernmentLawyer](#)



SUPPORTING PARISH COUNCILS ACROSS LINCOLNSHIRE



At TQ Services, we're proud to work alongside parish councils to keep our local communities clean, safe, and thriving. From maintaining village greens and recreation areas to caring for memorial gardens, playgrounds, and pathways — we handle every detail with care, consistency, and pride.

Grounds Maintenance You Can Rely On

Our experienced team provides professional grounds maintenance tailored to the needs of each parish.

We cover everything from regular grass cutting and hedge trimming to seasonal planting, litter clearance, and general upkeep. We understand that every parish is unique, and we take the time to deliver work that reflects your community's standards and expectations.

Rooted in the Community

We're not a distant contractor — we live and work here too. Our work extends beyond public spaces, with a strong presence in local schools and grassroots football.

Through our Platinum Partnership with Lincoln City FC, we proudly support the next generation, helping young people stay active, connected, and proud of where they come from.

Let's Keep Lincolnshire Looking Its Best

If your parish council is looking for a dependable, community-minded team to manage its outdoor spaces, we'd love to help.

**EMAIL US FOR MORE
INFORMATION**

 info@tq-services.co.uk

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