



Newsletter

May 2021

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Key issues

Face to Face Meetings

We have forwarded NALC's updated [information and guidance for Parish and Town Councils](#) on the return

to in person Council Meetings. If you are unsure of your NALC login details please contact Anna at anna@mulberryandco.co.uk

Public attendance at face-to-face Meetings – the public must have the opportunity to attend in person but should be encouraged to use the 'remote' facility if provided and submit questions in advance. There is an expectation that all Meeting Venues will be COVID compliant.

Staff can attend Meetings in person or remotely.

We would particularly draw your attention to the very important plea from NALC for all members to respond to the [Government's call for evidence on remote meetings](#). It would be very helpful if you could share your responses with us as, in addition to your direct responses, we would like to pass on your thoughts and ideas to all Member Councils and also provide a composite response reflecting various views and experiences.

Working Groups - NALC has recently confirmed their formal legal advice initially provided some years ago (though it seems to vary in other guidance) to the effect that Working Groups are considered to have the status of committees/sub committees and are subject to the usual statutory requirements for service of Notices etc.

The view has long been held by most of us that Working Groups are informal, their purpose is limited to research and assembling of information (ie they do not make decisions) which will inform decision making by the Council and or a Committee that appointed them.

It would seem that there is now a concern as to the definition of working groups and an increasing trend for a more extensive use of Working Groups by Councils in place of formal meetings and this brings into question the Council's commitment to transparency.

We appreciate this will affect many of you, particularly if your Council has recently appointed Working Groups at your Annual Meetings and we will be happy to chat through the implications.

Forums for Clerks and Chairs

We will be continuing with these Forums (remotely) starting in June. They provide an opportunity to share information and provide updates and we hope many clerks and chairs will be able to join us.

Clerks Forum: Wednesday 9th June @ 10.30am

Chairs Forum: Tuesday 29th June @ 10.30

If you would like to attend please contact Anna at anna@mulberryandco.co.uk

Awards

It was a great privilege to recently attend a meeting of Churt Parish Council for the announcement that their clerk, Dawn Barrow, has been awarded the Lord Lieutenant of Surrey's Certificate of Appreciation for her contribution to the work of the Council and the Churt Community, particularly during the pandemic. The Deputy Lord Lieutenant of Surrey attended to offer congratulations to Dawn, explaining that it is a new Award and she is one of the first to receive it. The formal presentation will take place when COVID restrictions are eased.

We send our congratulations to Dawn.

Litter Angels in Caterham

A mention for the Litter Angel Scheme which was started last year by Caterham on the Hill Parish Council jointly with Tandridge DC. It has gone from strength to strength. There are now 80 volunteers who regularly clear litter. It is organised by the Parish Council and equipment is provided by the District Council. Weekend clean ups have attracted families. Children of all ages are given a certificate for their hard work - and an Easter Egg!!!.

We welcome hearing about your experiences ideas and initiatives so that we can share them more widely with other Surrey Parish Councils.

Trees, Trees, Trees

Surrey is England's most wooded County and tree risk management is essential. Surrey County Council is keen to work more closely with Parish Councils on tree management and will shortly be circulating information.

Working with Surrey Police

If there are any local issues that you would like raised with the police please let us know. We hope to have quarterly meetings and also invite them to our forums/meetings.

Clerks Vacancies

We are compiling a list of locum clerks as parish councils are experiencing some difficulties in recruiting. We have successfully placed three locums in the past two months who had capacity to undertake interim arrangements. A member details form was recently circulated, please indicate if you would like us to include you on the list.

Well done

As lockdown restrictions ease it is probably now timely for all Councils to reflect on just how well you have all done in the last 15 months. There have been many hurdles and you have overcome them with hard

work and commitment. It does no harm to review the last year and capture it maybe in a report and/or in any publication or other communication mediums. It may also be a good time with budget planning looming to think about lessons learned and any changes that will prepare the Council for the future. NALC and the County Associations are still pressing the Government hopefully to give Council's the choice on holding 'in person' or 'remote' meetings.

This may be the opportunity to think about also offering the community the choice.

And finally we welcome your views on any matters of interest including our services....we always look forward to hearing from you.

Anne



MULBERRY AND CO TRAINING PROGRAMME FOR LOCAL COUNCILS

Mulberry and Co are delighted to launch a brand new online training programme for town and parish councils delivered by an experienced and qualified team, ***all training is charged at a discounted rate for Surrey ALC members.***

The training programme is designed to be flexible and individual and currently includes:

- **Councillors & Chairmanship training** – suitable for both new and existing councillors
- **Clerks & Officers training** – suitable for new staff or those requiring training/refreshing on a specific topic
- **Finance training** – suitable for both officers and members, new and existing
- ***NEW* Planning training** – suitable for both officers and members, new and existing

Any of the scheduled modules are also available for individual councils to book either in the tailored made format or completely bespoke to your requirements, please contact Anna Beams at anna@mulberryandco.co.uk if you have a request or would like further details. Prices are quoted on an individual basis depending on your needs.

At present all training is taking place online by Zoom however we hope to resume face to face training as soon as we are able and will then offer both a remote and face to face programme, as well as

networking days and conferences.

For further details and to book please visit the [Mulberry and Co website](#).

We will be adding many more dates, topics and modules over the coming weeks and months so please do keep a look out for those!

VACANCIES

West Horsley Parish Council : Clerk & RFO

Hours: 22 per week

Rate of pay: £18,304 per annum (representing £16 per hour)

West Horsley Parish Council : Assistant Clerk

Hours: 12 per week

Rate of pay: £7,488 per annum (representing £12 per hour)

Horley Town Council : Part Time Planning & Finance Assistant

Hours: 20 per week

Rate of pay: NJC SC1 Scale £20,092 - £22,183 pro rata

Please visit the [Surrey ALC website](#) for further details



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