

Leicestershire & Rutland Association of Local Councils

Jubilee Hall, Staddon Road, Anstey, Leics, LE7 7AY

Tel 0116 235 3800

Email admin@leicestershireandrutlandalc.gov.uk

www.leicestershireandrutlandalc.gov.uk

To all LRALC members

31st March 2017

Dear Colleague

LRALC Membership

As you and your council will be more than aware, the role and responsibilities, and indeed the required practices placed upon your Council, continue to increase and change, with recent and forthcoming changes such as those being made to the External Audit regime, the Transparency Code, the proposed creation of an Ombudsman to cover local parish and town councils, and much more. In addition, continuing dramatic reductions in funding to principal authorities, and the subsequent increase in service devolution to the parish council tier of local government, is seeing increasing pressure on parish councils to deliver more for their communities.

Now, more than ever, it can be argued that the support of your County Association of Local Councils and the National Association of Local Councils are essential for your council to be effective and legally compliant in all its areas of operation. As the Government continues to pursue its devolution agenda, more and more emphasis will be placed on devolved services and partnership working to deliver local outcomes, and councils need the support necessary to make informed and considered decisions about these matters.

Government is also committed to moving power away from the centre down to a more local level. Local Councils are recognised by Government as having a key role to play in this process, indeed the commitment from Government to parish councils is shown in the creation of new parish councils and additional powers for the sector. LRALC also continues to play a key role not only locally, but also nationally, a role recognised in our new Strategic Plan.

Many aspects of employment legislation have become more complex, the arrangements for the external audit of parish councils are also undergoing wholesale changes which have already started, and requirements in relation to transparency requirements and parish council contracts all require your council to receive timely and clear specialist advice.

So, the demands on councillors and clerks to keep pace with current changes and comply with the law, as well as the need to be fully aware of the powers and duties the localism agenda offers, continue to significantly increase. It will be especially important therefore for your Council to have access to professional guidance, briefings, and training on all aspects of running your Council.

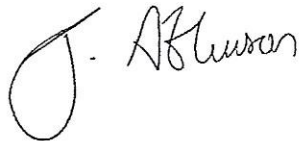
The Association is well placed to provide you with all the advice, guidance, and support your council needs and the detail of our offering is set out in the attached report. Our advice is **indemnified**, unlike most other common sources of "advice" accessed by local councils. Our comprehensive website, and the increased benefits of membership through an expanding range of support, services, and training means that now, more than ever, we are confident that membership offers excellent value for money.

Feedback from our members remains very positive, and our Strategic Plan provides us with a clear set of priorities and actions for the next few years based around what you, our members, have told us you want from us.

The Association is seen to provide a responsive, efficient service, and our website should mean that member councils will be able to find the information that they need, when they need it, 24/7.

I hope your Council will decide to remain in membership and, as such, the annual subscription form is enclosed herewith. If I can be of any assistance please do not hesitate to contact me.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'J. Atkinson', with a large, stylized initial 'J'.

Jake Atkinson
Chief Officer

Benefits of LRALC membership

Purpose of the Association:

The Association exists to support local councils (i.e. Parish and Town Councils) and Parish Meetings exercise good governance and deliver excellence in services to local communities in a way that complies with the legislative requirements placed upon them. It has a separate national body (The National Association of Local Councils – NALC) who it works with closely, a regional body for the East Midlands (FEMALC), and a local structure for Leicestershire & Rutland, with member councils able to convene their own branches if they wish.

The Association is run on democratic lines and councillors can be put forward for election to the executive positions at the local and national level. We (LRALC) are you (our members); Formed by Parish Councils --- Run for Parish Councils --- Delivering to Parish Councils.

Access to the Association's staff is normally 5 days per week (unlike many County Associations) by telephone or via email, or through our website. Office opening hours are usually 8am-2pm (8am-1pm on Mondays and Thursdays), and outside of these hours where possible. Access to the member's area of the LRALC and NALC websites are protected by passwords. Your subscription allows access to these restricted areas.

Benefits of Membership:

We have been serving you for over 70 years

We have a proven track record and strong reputation. We deliver quality, trustworthy, accurate, knowledgeable, reliable, influential, timely and sustainable services. We are experts in parish and town councils.

We only help you

We represent the corporate interests of local councils so you can be sure that we give you the advice that best suits your council, not individual councillors, clerks or members of the public.

We are a not for profit membership organisation

The money we make goes back into services to you. We work hard to increase and sustain services by bringing money in from other sources. Subscriptions alone cannot sustain the range and quality of services with which you are provided.

We are affiliated to the National Association of Local Councils and work within a network of affiliated Associations

Our work is supported by NALC's professional team (including their specialist lawyers and policy officers who lobby Government on our behalf) and by the experienced teams based in other counties. This keeps us up-to-date and strengthens our skills, services and knowledge base.

We are governed by you

As a properly constituted, not-for-profit membership body, our Executive Committee is elected from your councils to hold LRALC to account. You can also set local policies through LRALC Branch meetings. This way LRALC is firmly grounded in grass-roots democracy. Our new Strategic Plan (2017-20) has actions included within it which were designed to meet the needs you told us you needed us to meet.

Our Services:

- Advice on law, procedure & good practice
- Supported by specialist lawyers
- Internal Audit checklist
- Endorsed payroll service
- Job evaluation service
- Training, including specialist courses (e.g. burials, VAT, s106, etc.)
- Recognised trainers for CiLCA 2015
- Local Council Award Scheme
- Information
- Monthly newsletter
- Friday round robin and other email bulletins
- LAIS tailored information
- NALC Legal Topic Notes
- Support on key national consultations & legislative changes
- Queen's Garden Party nominations
- Loan Approval filtering and support
- Representation
- Free briefing events (e.g. External Audit, pension auto-enrolment, etc.)
- Policy support
- Model documents (Standing Orders, Financial Regulations, Contract of Employment, etc.)
- Exclusive access to the services of the National Association of Local Councils (includes legal, policy, information and financial expertise)

These are just some of the things that we advise you on:

- S.137 annual cap
- Annual meetings
- Public rights at council meetings
- Automatic precept referendums
- Transparency codes
- Allotments
- Neighbourhood Planning
- National salary scale adjustments
- Community rights
- Allowances
- Pensions
- Audit regime and annual return
- Grants
- New Local Council Award Scheme (LCAS)
- Using volunteers
- Election and co-option rules
- Village halls
- Land use and registration and village greens
- Committees, working parties, and steering groups
- VAT
- Councillor and clerk disputes
- Statutory powers
- Complaints from the public
- Data Protection and Freedom of Information
- Recruitment

NALC AND LRALC ANNUAL MEMBERSHIP FEES
1 APRIL 2017 – 31 MARCH 2018

INVOICE

Tur Langton Parish Council
56 Naseby Way
Great Glen
Leicester
LE8 9GS

PLEASE CHECK ALL CONTACT DETAILS DISPLAYED ARE CORRECT AND INFORM THE OFFICE OF ANY AMENDMENTS

Email Address - agibson@56naseby.fsnet.co.uk

We are now maintaining a database of Chairmen (or Mayors) of parish and town councils for internal LRALC use only. These details will not be published. Please add details of your CURRENT Chairman or Mayor below. Any future changes of Chairman/Mayor can be provided via a short form in the Local Council Contacts section of our website.

Chairman/Mayor Name - _____

Email Address - _____

Current Electoral Roll 161
(as supplied by your District/Borough Council)

Precept Amount 2017/18 _____

Total budgeted income _____ and/or expenditure _____
(this information will help us support you to meet statutory requirements that relate to turnover, please complete)

NALC Membership Fees	£10.84
LRALC Membership Fees	£106.41
Total Membership Fees	£117.25

Please return a completed and signed copy of this form to the LRALC office at the address below. Cheques should be made payable to LRALC or to pay by BACS please use the reference 'Annual Subs' and the following details:

Bank Name: NatWest
Account Number: 52567583
Sort Code: 60-14-10

Payment should be made as soon as possible and no later than 30th June 2017 (in line with the current LRALC Constitution) in order to avoid an administration charge.

Signed.....
Proper Officer for the Council

LRALC is a Registered Data Controller under the Data Protection Act 1998. The Association is committed to protecting your privacy and will process personal information in a manner which meets the requirements of the Act. The contact information (name, address, email address) supplied on this form will be used as the public contact details for your council/parish meeting on the LRALC website and the Leicestershire County Council commissioned website (if your council has one). If you do not want your details to be used as the public contact details for your council/parish meeting then please tick this box

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