



# COUNTY UPDATE

No. 49

Oct 2007

## RURAL & SOCIAL COMMUNITY PROGRAMME GRANT SCHEMES

The Rural and Social Community Programme Grant Schemes for Parish Council Development is administered by the Essex Association of Local Councils.

### Communications and Democracy

To provide tools and techniques to enable clerks and councils to communicate and represent their communities more effectively

### Small Councils Bursary (Councils with income under £50,000)

To build capacity through training

### Medium Councils Bursary (Councils with income over £50,000)

To build capacity through training

Applications are already being received so return your application as soon as possible.

**All funds are open**

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This update is available free to all members of the Essex Association of Local Councils.

Membership of the EALC is open to all Parish Councils, Parish Meetings & Town Councils.

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Web address:	www.ealc.gov.uk	

### Office Opening Hours

Monday to Thursday:	9.00am to 5.00pm
Friday:	9.00am to 4.00pm

Visits to the office of the EALC are available by prior appointment, this will ensure that the correct person is available to assist with your enquiry.

*All communications by letter or email to the EALC will be acknowledged within 5 working days.*

*Please inform us as soon as possible if no acknowledgement is received.*

## STATUTORY PLANNING DAY

THURSDAY 29TH NOVEMBER 2007

Please note the correct day for this course is Thursday as shown on the first page of the Flyer; not Wednesday as stated on the Booking Form.

This is a one day course aimed at Parish and Town Clerks and Councillors hosted by EALC in partnership with RCCE for the Essex Rural Partnership.

- Statutory Planning
- Community Strategy
- Local Development Framework
- Community Led Plans
- Linking Parish Plans to Community Strategy
- Shaping Development Plan Documents, Village Design Statements and Parish Plans

The following speakers have been confirmed:

**Dick Fletcher**, Enforcement Officer Tendring District Council-Planning Enforcement

**Geoff Crisp**-Planning Portal

**James Doe**, Maldon District Council-Local Development Framework

There will also be sessions on Parish Planning and Village Design Statements.



## COMMUNITY ASSETS PROGRAMME

The Community Assets programme is funded by the Office of the Third Sector and delivered by the Big Lottery Fund. The aim of the programme is community empowerment.

It offers capital grants for third sector organisations and local authorities to refurbish local authority buildings in England for third sector ownership. Community Assets aims to empower communities by facilitating the transfer of genuine assets from local authorities to third sector ownership for the benefit of the community.

Genuine assets will generate operational, financial and other benefits for third sector organisations without significant liabilities over a long-term period.

For more information visit:

[www.governmentfunding.org.uk/VCSLaunch.aspx?SCHEME\\_ID=12-5112](http://www.governmentfunding.org.uk/VCSLaunch.aspx?SCHEME_ID=12-5112)

## ESSEX TRAINING PARTNERSHIP

# °CiLCA

**M**ore good news! Once again I bring you news that the following Clerk has passed her Certificate in Local Council Administration

### **Elaine Novorol, Clerk, Harwich Town Council**

Well done Elaine! Elaine was a student who undertook the training with the help of Essex Equals and has now enrolled to undertake training through the University of Gloucestershire. This brings the total in Essex now to **47**.

### **NEWS JUST RECEIVED - CiLCA UPDATE**

**I** feel I can do no better than copy the recent clarification received from the National Association of Local Councils about qualifying exemptions for Quality Parish Status.

'Clarification has recently been received by the National Association that the cut off date for the Certificate in Higher Education of Local Policy/Local Council Administration being an exemption for CiLCA and Quality Status, has been removed. This date, originally stated for sometime in 2007, has been apparently completely rescinded by DEFRA. The Certificate in Higher Education of Local Policy/Local Council Administration can now be used indefinitely as a substitute for CiLCA, as it is an advanced level qualification, covering similar academic territory to CiLCA. It is also the only advanced level qualification for the town and parish sector.

However, no other qualification will provide exemption for CiLCA. This will hopefully now assist County Secretaries and CTP Staff in dealing with queries from Clerks who are seeking information on qualifications as exemptions for CiLCA and Quality Status.'

### **CiLCA Portfolio Review**

**W**e have also received news that the CiLCA Portfolio is being reviewed over the coming months by a working party formed from NALC representatives, One Voice Wales, the University of Gloucestershire, the M&VB Board, CALCS and Councils.

They are hoping to launch the revised Portfolio by the end of April 2008.

## FORTHCOMING COURSES

**D**on't forget there is still time to book your place on the following courses

**Roles & Responsibilities      13<sup>th</sup> November 2007**

Equally, don't forget the **Risk Management Course** being held on the **21<sup>st</sup> or 22<sup>nd</sup> November 2007**. The need for this was brought into focus when it was made a specific requirement by the Accounts and Audit Regulations for 2003.

The flyer for the Law & Procedures Course - 5th December 2007, is included with this mailing.



### CANON JOHN BROWN APPOINTED a DEPUTY LIEUTENANT for the COUNTY of ESSEX

The Revd Canon John Brown has been appointed as one of five new Deputy Lieutenants for the County of Essex.

The Lord Lieutenant's duties as Her Majesty's representative for the County include: upholding the dignity of the Crown; arranging visits from the Royal Family and assisting in presenting medals on behalf of The Queen; assisting the Territorial, Auxiliary and Volunteer Reserve and Pre-Service Organisations.

Over the past fifteen years Canon John Brown has been involved in a wealth of voluntary and charitable work that have seen him demonstrate a strong commitment to the needs of people and communities, particularly in the rural areas of Essex.

His concern for rural issues has seen him appointed to the honorary post as the Bishop of Chelmsford's Rural Officer and for several years he has held the post of Chairman of the independent charity, the Rural Community Council of Essex which helps tackle the problems faced by people living in rural communities. In 2001 he was appointed the Chairman of Action with Communities in Rural England (ACRE) which is the national association of all Rural Community Councils. He is also a member of the EALC Executive Committee.



## RURAL HOUSING

We are nearing the completion of our 'how to provide rural housing' project and we need to discuss the planning application and the Section 106 Agreement.

### **Planning Application**

Your Housing Association should be liaising with both housing and planning officers during the working-up of your scheme. It is important to work alongside planners from the outset as the permission will, if granted, be an exception to normal policy. Incidentally most HAs will do all the work they can early on to ensure that when they submit the application it is unlikely to be refused. It saves time, money and angst in the long run. The permission once granted will be *subject to* the terms and conditions within the Section 106.

### **What is it?**

A Section 106 is a name given to a particular legal agreement. There are lots of Section 106's used for different things. For instance when developers build a new housing scheme in the towns or cities the planning permission granted will be subject to a Section 106. In those cases the document will ensure that a number of affordable homes will be provided alongside those for open market sale. The developer won't be able to build the homes until it and the local authority have reached agreement and sealed the document.

The Section 106 on a rural housing scheme has a similar purpose but with more detailed provisions. It is there to ensure that all the housing provided is for people with close connections to the village in which it is to be built. It will also provide that the housing must remain available for local people 'in perpetuity'. Any homes provided for rent must remain for rent and cannot be sold off. The Right to Buy is removed from these properties. Any housing built for sale must never be owned 100% and cannot be sold on the open market. This is what makes the rural schemes so special and different to any other type of affordable housing. This is the way rural schemes have been produced since the late 1980's.

The Housing Association and the LA work together to agree the terms within the document. Within the Agreement will be the names of the host village plus a 'back-up' list of surrounding parishes who may also be considered if and when the main village needs have been satisfied.

### **When are we actually going to *get* these houses built?**

The Housing Association will need government funding to provide any scheme. Funding can be applied for at certain times, generally once every two years although the goal-posts are forever moving! As I write HAs all over the country are burning the midnight oil completing reams and reams of on-line paperwork for submission to the Housing Corporation (the government quango responsible for distributing the grant monies). It's a fiercely competitive market place and naturally there is never enough money to provide all the homes bid for. However there is a designated rural 'pot' and it has worked well over the past few years. Once bids are submitted there is a nail-biting period of a few months wait to see which schemes have been

successful. Once the results are known HAs have tight schedules for delivery of their funded schemes. There are no guarantees that your scheme will hit the jackpot first time around with demand far outstripping supply but all will not be lost; it will just take a little longer to reach the magic day when the first brick is laid. There is often an opportunity to go to the Housing Corporation and to request what is known as 'slippage'. This is when funding allocated elsewhere has been unable to be taken up for one reason or another. The Corporation need to use that money and if your scheme is ready to go then it could well be switched to your HA and it will be all systems go!

I know of schemes which have been built in less than 2 years from the start of the project but it can take as long as 4/5 years depending on varying circumstances. In my experience no two schemes are ever the same.

Well, we've run out of space so the nominations and allocations procedure will need to wait until next month! I'll also give a little more information about rents and sale values.

Please contact me with any queries. I shall be pleased to answer but, as before, they will be personal responses.

**Chris Moor (Mrs) Rural Housing Specialist**  
**cmoor@btconnect.com**  
**07810 236849**



**MATTHEW TAYLOR REVIEW on RURAL ECONOMY and**  
**AFFORDABLE HOUSING**

Matthew Taylor, MP for Truro and St Austell is conducting a review on how land use and planning can better support rural business and deliver affordable housing.

In particular, the following issues will be looked at:

- The identification and release of appropriate land for local economic development and affordable rural housing provision, working in conjunction with local government, parish councils and land owners.
- Investigating the potential for increasing the provision of live/work space within rural communities.
- Assessing the local implementation of new planning rules on rural housing following the recommendations of the Affordable Rural Housing Commission.

The review will be used to advise and assist Government; Matthew Taylor will report around July 2008.

Views are sought from a wide range of people and organisations. If you would like to contact Matthew Taylor regarding this review or send in evidence to support this work, please use the Review email address:

**Paul.Haezewindt@communities.gsi.gov.uk**. Or write to:  
Matthew Taylor, Review Secretariat, Communities and Local Government  
1/J3 Eland House Bressenden Place London SW1E 5DU

## LAUNCH of EAST of ENGLAND PROSPECTUS for the RURAL DEVELOPMENT PROGRAMME for ENGLAND (RDPE)

The East of England Development Agency has launched two Prospectuses for the Rural Development Programme for England [RDPE].

The two prospectuses will deal with:

1. The socio-economic funding EEDA is responsible for administering under the new programme to:
  - a. Improve the competitiveness of the agricultural and forestry sector (Axis 1)
  - b. Improve the Quality of Life in Rural Areas and Encourage Diversification of Economic Activity (Axis 3)
2. The LEADER approach to delivery.

\*Whilst the RDPE programme is currently with the EU Commission in Brussels for approval, it is anticipated that funding will be available early in 2008.

The prospectuses are available on the EEDA website at:

[www.eeda.org.uk/files/RDPE\\_main\\_Prospectus\\_and\\_guidance.pdf](http://www.eeda.org.uk/files/RDPE_main_Prospectus_and_guidance.pdf) [www.eeda.org.uk/files/FINAL\\_Leader\\_Prospectus\\_180907.pdf](http://www.eeda.org.uk/files/FINAL_Leader_Prospectus_180907.pdf)

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## CORE STRATEGY PLANNING

Colchester is now ready to submit its Core Strategy to Government following consultation on the Amended Preferred Options in the summer.

The submission Core Strategy will be available for comment from 19th November until 31st December 2007. At the same time, the Council will also be publishing Issues and Options papers to begin consultation on guidance for determining planning applications (Development Policies) and the location of new development (Site Allocations).

Copies of the consultation documents and questionnaires along with their Sustainability Appraisals and background information will be available, from the 19th November 2007, on the Council website: [www.colchester.gov.uk](http://www.colchester.gov.uk).

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## WATER EFFICIENCY MOVES UP the AGENDA for the DRIEST REGION

Inspire East are delighted to announce the arrival of Andrew Pitt, the Waterwise East Water Efficiency Coordinator. Waterwise East is a new partnership between Waterwise and Inspire East.

The project aims to reduce demand for water in the East of England by influencing planners, developers and the public and by acting as an authoritative focal point for water efficiency in the region.

Waterwise is a UK NGO focused on decreasing water consumption in the UK by 2010 and building the evidence base for large scale water efficiency. It is an independent, not for profit organisation that receives funding from the UK water industry and from sponsorship and consultancy work. In England, it is a member of the Environment Minister's Water Saving Group alongside the water industry and regulators. For more information visit: [www.waterwise.org.uk/](http://www.waterwise.org.uk/)

Andrew Pitt Waterwise East Water Efficiency Coordinator  
Inspire East, Level 5, Breckland House, St. Nicholas Street, Thetford, Norfolk IP24 BT  
Tel: 01223 484599 Mob: 07833 948265 email: [apitt@waterwise.org.uk](mailto:apitt@waterwise.org.uk)



## ENERGY MEASURES REPORT

### ADDRESSING CLIMATE CHANGE and FUEL POVERTY

Action by local authorities is critical to the achievements of the Government's climate change and energy objectives.

The Energy Measures Report, published by the Government on 18 September 2007, sets out the steps that local authorities can take to:

- improve energy efficiency;
- increase the levels of microgeneration and low carbon technologies;
- reduce greenhouse gas emissions; and
- reduce the number of households living in fuel poverty.

The report is available from the internet only at:

[www.berr.gov.uk/energy/environment/asures/page41270.html](http://www.berr.gov.uk/energy/environment/asures/page41270.html)



## No! No! Ah! YES

### The Playingfield



Village Rat Catcher that is me  
Rubbish on the site is plain to see

It costs the Council more than a quid ahead  
To make sure that the rats are dead

Although it will cost me my job  
Let us support the local Yob

He needs to run about and shout  
To keep his position as a lout

And 'cos I'll loose my rat catcher work  
I'll paint the lines and will not shirk

*Len Broadhurst*

This was written by Len Broadhurst at the Making the Links event held at Essex Records Office on 19th September 2007.

The poem arose because he was playing the part of a person who was in favour of spending Council Tax on facilities for the youth of the community.

The workshop was about double devolution and the importance of the community in "participatory budgeting".

The EALC would like to thank Ken for bringing this piece of humour to the proceedings.

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The following are articles from the National Association's Direct Information Service. This is a fortnightly newsletter containing a round up of all the news and special sections on health & safety, documents & publications and legal issues.

For more information about the **Direct Information Service** please visit:  
[www.nalc.gov.uk/publications/dis/index](http://www.nalc.gov.uk/publications/dis/index)

## **Information from NALC DIS.**

### **666/2 - Super-quango naming ends speculation**

The Homes and Communities Agency: that will be the name of the new super-quango set to rule regeneration and housing growth (Planning Resource, 14 September 2007).

Housing minister Yvette Cooper MP announced the moniker for the agency originally referred to as Communities England. Speculation about the agency's name, and the implications for its remit, began when Regen.net revealed that the original name was being dropped. At that time civil servants took up referring to it as simply "the new homes agency". The quango will be formed from a merger of English Partnerships and the Housing Corporation.

The Homes and Communities Agency is set to be operational by April 2009.

A business plan is due to be published in a few months' time.

### **666/9 - Energy Performance Certificates and Home Information Packs**

Average four bedroom homes are getting an 'E' energy rating, according to a survey from the introduction of Energy Performance Certificates (EPCs) and Home Information Packs (HIPs).

New information six weeks after the launch of EPCs and HIPs, shows that average four bedroom homes and above could save hundreds of pounds off heating, lighting, and water bills. Most homes are receiving an 'E' rating in their EPCs on the A-G scale, but this could potentially rise to a 'C' if consumers undertake measures recommended in the certificates, such as loft and cavity wall insulation. The Government is extending EPCs and HIPs to three bedroom homes so more buyers will get the same information to cut carbon emissions and reduce fuel bills.

The early findings come from a snapshot survey of energy assessors and EPCs provided since the launch of HIPs, which show average four bedroom homes are being rated 'E' and could typically save £180 on heating, £60 on lighting and £30 on hot water bills, a year. The top five recommendations given by assessors for improving energy efficiency have been: cavity wall insulation, changing to low energy lighting, putting thermostatic valves on radiators, loft insulation, and double glazing. The introduction HIPs is already starting to reduce costs and improve transparency in the housing market.

More than 85 local authorities have reduced their search costs, in some cases by more than £100. The average pack is taking around five days to compile, with major estate agents charging in the region of £300 plus VAT for a HIP, on an upfront or deferred basis – £200 to £250 of which is already paid under the current system.

Typical 'green grants' of £100 to £300 for energy saving improvements like loft insulation are available to many home owners from energy suppliers as part of their legal obligations introduced by government to improve energy efficiency. Consumers can now access details of green grants and offers by tapping in their postcode on the Energy Saving Trust's website. Energy suppliers are also providing direct information about grants to home buyers when they sign up to an energy contract.

Visit **[www.communities.gov.uk](http://www.communities.gov.uk)** for more information.

### **666/11 - Landlords get new guidance on tackling nuisance neighbours**

Social housing landlords have received new guidance to help them measure their success in tackling anti-social behaviour. A toolkit, developed by HouseMark and the Social Landlords' Crime and Nuisance Group (SLCNG) for Communities and Local Government (CLG), offers practical help and advice on collecting, interpreting and using information.

The toolkit explains in easy to understand terms, the information that landlords should collect on anti-social behaviour in order to target their staff time and resources effectively. It will also assist landlords in meeting the requirements of the Respect Standard for Housing Management and encourage even more landlords to sign up to the standard itself. The guidance has been developed in close consultation with landlords and key national organisations.

A Performance Improvement Toolkit for Landlords is available on the Communities and Local Government website **[www.communities.gov.uk](http://www.communities.gov.uk)**.

HouseMark and the SLCNG are running ten workshops focusing on the outcomes of action to tackle ASB from October to December 2007 – see **[www.housemark.co.uk](http://www.housemark.co.uk)** for more information.

### **666/13 - Chewing gum litter public awareness campaign launched**

A campaign to promote chewing gum free streets has been welcomed by Jonathan Shaw MP, minister for local environment quality. The campaign aims to educate people about responsible disposal of chewing gum and the financial penalties that offenders face.

This year's campaign - supported by paid-for advertising through the Chewing Gum Action Group – aims to build on the success of last year, which saw an average national reduction in chewing gum litter of 38% across areas that took part, with one area achieving 72%.

The campaign will be run by local authorities across the country, and supported by new adverts provided by the Chewing Gum Action Group, which is chaired by the Department for Environment, Food and Rural Affairs (Defra) and made up of industry representatives.

More information on the Group, past campaigns and research can be found at **[www.defra.gov.uk/environment/localenv/litter/gum/](http://www.defra.gov.uk/environment/localenv/litter/gum/)**

### **666/16 - Open Spaces Society deplores unfair proposals for public paths**

The Open Spaces Society has deplored proposals from the Department for Environment, Food and Rural Affairs (Defra) to require local authorities to give greater priority to moving paths to suit landowners, and less priority to getting paths opened up as required by law.

The society has responded to Defra's consultation on the implementation of new measures which direct local authorities to consider applications for path changes from landowners and managers within a tight timetable. At present, authorities may use their discretion as to the priority they give this.

Kate Ashbrook, general secretary of the Open Spaces Society: "We oppose the introduction of this new law and have called on Defra to revoke it.

"Local authorities do not have the resources now to carry out their legal duties of getting all paths in good order and the official record of public paths up to date. If they are given a new duty, of having to determine, within a specified time, proposals from landowners to alter paths, they will find it even harder to fulfil their vital existing duties of maintaining and improving the network. Yet those duties should have priority over altering routes to suit landowners and land managers.

"These proposals are heavily biased towards landowners and occupiers. There is no equivalent right for the public to apply for the creation of paths in the public interest."

[www.oss.org.uk](http://www.oss.org.uk)

### **666/22 - Employment Simplification Bill**

When proposals for reforming the statutory procedures have finally taken shape, they will be embodied in a new "Employment Simplification Bill" which will repeal the statutory procedures (The Legal Executive Journal, September 2007). The prime minister announced outline plans for the Bill when giving an indication to Parliament, ahead of the next Queen's speech, of the government's next tranche of legislative changes.

The Employment Simplification Bill is also likely to deal with other matters, including giving more teeth to the enforcement framework in relation to the national minimum wage and the application of the standard regime to employment agencies. The Queen's speech in November will contain more detail on these plans.

### **666/24 – Big awards strengthen third sector work in rural England**

Rural communities are among the beneficiaries of a £7.5 million package of grants the Big Lottery Fund has announced.

The Fund's BASIS programme is awarding a total of 16 awards to organisations that provide support and increase the effectiveness of the voluntary and community 'third sector'. The largest grant of £1,413,855 is awarded to Action with Communities in Rural England (ACRE) to improving support for rural communities.

Making a difference to voluntary and charitable groups working with rural communities, ACRE will use its award to provide higher quality and more relevant support. The five-year Rural Infrastructure England project will also ensure rural groups have a greater input top influence decision-making at both regional and national levels.

The project will promote the mainstreaming of rural community interests and increase networking and communication among the sector to build a stronger, more cohesive network of organisations.

Sylvia Brown, chief executive ACRE, said: “The BASIS investment in ACRE is a step change in our ability to provide a focus for infrastructure support on rural priorities. Our activities will be based on the following three strands, which are tailored approaches to working with rural communities. Access to services, and community action to support this, remains central to quality of life for all in rural areas.

“Rural communities have a tremendous history of community-led planning and engagement for which a national focus is increasingly required. Strong influence at regional level is crucial to achieving a rural perspective in strategies and programmes that impact on the role played by community groups in every rural community. We are very pleased that BASIS has recognised the distinctive needs in supporting rural community action.”

Sanjay Dighe, chair of the Big Lottery Fund England Committee, said: “This award will help organisations working in rural areas to build learning and information sharing partnerships, ultimately increasing the benefits the sector brings to local people. The BASIS programme is all about building the capacity of the voluntary and charitable sector, so that it can be more sustainable and operate to the best of its ability.”

Full details of the Big Lottery Fund programmes and grant awards are available on the website at [www.biglotteryfund.org.uk](http://www.biglotteryfund.org.uk)

### **666/26 - NALC Financial Update - August 2007: Accounts and Audit Regulations – Timing requirements**

The Audit Commission has confirmed that there will be no excuses for late approval of accounts now that the timetable under the regulations is being accelerated. Member councils are reminded that the assertions in section 2 in respect of internal audit refer to “during the year” and therefore other than the Internal Auditors Report at section 4 of the Return can (and should) be completed before 31 March.

Member councils should plan ahead for next year and subsequent years as the dates for Approval by Council of the Statement of Accounts and the Governance Statement move towards 30th June.

A number of councils have raised questions about the requirement for small bodies to bring forward their formal reporting in 2007. It is possible that this issue may impact on Internal Drainage Boards. The Commission has therefore decided to issue this summary to explain the requirement and the statutory consequences so that you can advise your members accordingly if the need arises.

The 2006 amendments to the Accounts and Audit Regulations 2003 mean that the final date for local councils and IDBs to approve their accounts for the year ending 31<sup>st</sup> March 2007 is 31<sup>st</sup> August 2007. So small bodies have contacted their appointed auditor to inform them that they have not been successful in making arrangements to meet the new deadline, and to seek exemption and guidance on what they should do in this event.

The requirement for accounts approval is a statutory one and therefore auditors have no discretion in this regard. Audited bodies are also required to report in their annual returns any failures to comply with Regulations where they occur.

Additionally they are required by regulation 10 (6) of the Accounts and Audit Regulations as amended to:

- within 20 working days of that date, to hold a meeting of their members of the body as a whole, at which the annual return shall be considered; and
- where the meeting does not resolve to approve the annual return, the relevant body shall, as soon as reasonably practicable, publish a statement as to the reasons why it cannot approve the annual return.

A failure to meet the requirement of Regulations 10 (6) is a further breach of the Regulations which should be avoided.

Auditors may send reminders to those bodies who have not yet sent in approved annual returns, and they in turn may seek guidance from ADA, NALC and SLCC in this respect. I hope that the information provided above is helpful for you and for your technical advisers.

It may also be opportune to for you to remind your members that the date for accounts approval next year is 31<sup>st</sup> July 2008 and for 2009 and each year beyond, it will be 30<sup>th</sup> June. Bodies should put in place arrangements to meet these revised dates of accounts approval.

As usual queries should be addressed to the County Association in the first instance and will be forwarded to the appropriate NALC Consultant if necessary. It is worth reminding all councils that audit matters these days are always “risk based” - in other words the actions by the Council must be proportionate to the risks faced by that council. Equally it has to be said that the duties under the Regulations are “corporate” and therefore do not fall solely to the RFO, Clerk and Chairman - there is a role for all councillors in the proper management of the finances and activities of a council.

### **Please note**

**Accuracy:** Whilst every effort is made to ensure accuracy, NALC & EALC cannot in any circumstances accept responsibility for errors, omissions or advice given in this publication.

**Web sites:** We do not endorse them or guarantee their authenticity or accuracy.

# Useful Telephone Numbers

|                                                                    |                                                                                                                                                                                                                                                                   |
|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Action for Market Towns<br>0845 6446202                            | ACAS London<br>0845 7474747                                                                                                                                                                                                                                       |
| Action with Communities Rural in Rural England (ACRE) 01285 653477 | Association of Councillors<br>0191 433 3000                                                                                                                                                                                                                       |
| Byways & Bridleways Trust<br>01256 702133                          | British Trust for Conservation Volunteers<br>01302 388820                                                                                                                                                                                                         |
| Campaign to Protect Rural England<br>020 7981 2800                 | Civic Trust<br>020 7539 7900                                                                                                                                                                                                                                      |
| Clerks & Councils Direct<br>01784 483281                           | Countryside Agency<br>01242 533222                                                                                                                                                                                                                                |
| Data Protection Act Infoline<br>01625 545745                       | DEFRA<br>0845 9335577                                                                                                                                                                                                                                             |
| English Heritage<br>0870 333 1181                                  | Essex County Council Helpline<br>0845 7430430                                                                                                                                                                                                                     |
| Essex Disabled Peoples Association<br>01245 253400                 | Essex Heritage Trust<br>01376 585794                                                                                                                                                                                                                              |
| Heritage Lottery Fund<br>020 7591 6000                             | Health & Safety Executive Infoline<br>0845 3450055                                                                                                                                                                                                                |
| Health & Safety Executive Publications<br>01787 881165             | Information Commissioner<br>01625 545745                                                                                                                                                                                                                          |
| Land Registry<br>020 7917 8888                                     | Local Government Ombudsman<br><br>Tony Redmond<br>Local Government Ombudsman<br>Millbank Tower<br>Millbank<br>London SW1 4QP<br>Tel: 020 72174620<br>Fax: 020 72174621<br><br>Email: <a href="mailto:inquiries.london@lgo.aug.uk">inquiries.london@lgo.aug.uk</a> |
| National Playing Fields Association<br>020 7833 5360               |                                                                                                                                                                                                                                                                   |
| Public Works Loan Board<br>0845 3576610                            |                                                                                                                                                                                                                                                                   |
| Ramblers Association<br>020 7339 8500                              |                                                                                                                                                                                                                                                                   |
| Rural Community Council of Essex<br>0844 4773938                   |                                                                                                                                                                                                                                                                   |
| Standards Board for England<br>0845 078 8181                       |                                                                                                                                                                                                                                                                   |

# Useful Websites

|                                                              |                                                                                                          |
|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Association of Play Industries                               | <a href="http://www.playindustries.org">www.playindustries.org</a>                                       |
| Awards for All Lottery Grants                                | <a href="http://www.awardsforall.org.uk">www.awardsforall.org.uk</a>                                     |
| BAA Stansted                                                 | <a href="mailto:www.stanstedgrowing@baa.com">www.stanstedgrowing@baa.com</a>                             |
| Council to Protect Rural England (CPREssex)                  | <a href="http://www.cpressx.org.uk">www.cpressx.org.uk</a>                                               |
| Data Protection Act                                          | <a href="http://www.dataprotection.gov.uk">www.dataprotection.gov.uk</a>                                 |
| Department for Communities & Local Government (DCLG)         | <a href="http://www.communities.gov.uk">www.communities.gov.uk</a>                                       |
| Details of Rurally Based Enterprises                         | <a href="http://www.ruralheart.com">www.ruralheart.com</a>                                               |
| Essex County Council Information Service                     | <a href="http://www.seamless.org.uk">www.seamless.org.uk</a>                                             |
| Flood Warning                                                | <a href="http://www.environmentagency.gov.uk/floodwarning">www.environmentagency.gov.uk/floodwarning</a> |
| General Government Sites                                     | <a href="http://www.direct.gov.uk">www.direct.gov.uk</a>                                                 |
| Grants 4: Essex                                              | <a href="http://www.grants4.info/essex">www.grants4.info/essex</a>                                       |
| Health & Safety Executive                                    | <a href="http://www.hse.gov.uk">www.hse.gov.uk</a>                                                       |
| Information Commissioner                                     | <a href="http://www.dataprotection.gov.uk">www.dataprotection.gov.uk</a>                                 |
| Information for Local Government                             | <a href="http://www.info4local.gov.uk">www.info4local.gov.uk</a>                                         |
| InspireEast                                                  | <a href="http://www.inspire-east.org.uk">www.inspire-east.org.uk</a>                                     |
| National Association of Farmers Markets                      | <a href="http://www.farmersmarkets.net">www.farmersmarkets.net</a>                                       |
| Department for Communities and Local Government              | <a href="http://www.communities.gov.uk">www.communities.gov.uk</a>                                       |
| Public and Community Transport                               | <a href="http://www.essexcc.gov.uk">www.essexcc.gov.uk</a>                                               |
| Public Works Loan Board                                      | <a href="http://www.pwlb.gov.uk">www.pwlb.gov.uk</a>                                                     |
| RoSPA Play Safety                                            | <a href="http://www.rospace.com/playsafety">www.rospace.com/playsafety</a>                               |
| Rural Community Council                                      | <a href="http://www.essexrcc.org.uk">www.essexrcc.org.uk</a>                                             |
| Standards Board                                              | <a href="http://www.standardsboard.co.uk">www.standardsboard.co.uk</a>                                   |
| The Countryside Agency                                       | <a href="http://www.countryside.gov.uk">www.countryside.gov.uk</a>                                       |
| The Department for Environment, Food & Rural Affairs (DEFRA) | <a href="http://www.defra.gov.uk">www.defra.gov.uk</a>                                                   |
| The Department of Transport & Local Government               | <a href="http://www.dtlr.gov.uk">www.dtlr.gov.uk</a>                                                     |
| Waste Recycling Environmental Ltd                            | <a href="http://www.wren.org.uk">www.wren.org.uk</a>                                                     |

# EALC/ETP Diary Dates

## 2007

|          |                                             |               |
|----------|---------------------------------------------|---------------|
| 1st Nov  | Council Finance                             | ETP           |
| 2nd Nov  | Networking Lunch Event<br>11am to 2.30pm    | EALC/ETP/SLCC |
| 7th Nov  | Chairman's Day 3                            | EALC          |
| 13th Nov | Roles & Responsibilities                    | ETP           |
| 21st Nov | Risk Management<br>at South Woodham Ferrers | ETP/ECC       |
| 22nd Nov | Risk Management<br>at Springfield           | ETP/ECC       |
| 29th Nov | Planning day                                | EALC/RCCE     |
| 5th Dec  | Law & Procedures                            | ETP           |

## 2008

|          |                                    |      |
|----------|------------------------------------|------|
| 17th Jan | Raising the Profile of Your Parish | ETP  |
| 24th Jan | Councillor Training Day 2          | EALC |
| 1st Feb  | Health & Safety                    | ETP  |
| 19th     | Planning for the Future            | ETP  |
| 28th     | Chairman's Day 1                   | EALC |