



E-Bulletin 20 February 2019

This bulletin is intended for members and staff - clerks are requested to circulate accordingly

Advice and Information



Pre-election period (purdah)

Councils must not publish, arrange for or give financial support to the publication of any material which, in whole or in part, appears to be designed to affect public support for a political party. Councils are required to have regard to the [Code of Recommended Practice on Local Authority Publicity](#) (March 2011), when considering publicity decisions. [Follow this link](#) for LGA guidance

Purdah relates to the period leading up to an election, when Councils must take extra care when considering their publishing obligations due to the heightened sensitivity of the period. **The period begins with the notice of election and ends on election day (10 pm on 2nd May). The notice of election is no later than 26 March 2019, which means this is the last possible date on which the Notice of Poll can go up. However, many Suffolk Local Authorities have set a date earlier than this to help them, for example, manage the volume of nominations. Therefore local councils must apply the date set by their district or borough. Click below for the dates set by the district/borough:**

<u>West Suffolk</u>	Date	of	notice	of	election:	22	March
<u>East Suffolk</u>	Date	of	notice	of	election:	15	March
<u>Mid/Babergh Suffolk</u>	Date	of	notice	of	election:	12	March

Taking care means that a platform must not be given to the achievements of the existing council and neither should the council do anything which helps to promote or endorse individual candidates. This applies to all local councils, regardless of whether their candidates are independent, or party affiliated. However, this does not mean a council should suspend its normal business. Matters such as planning consultation must continue as it would at any other time.

The forthcoming elections on 2 May 2019 falls within the statutory period (1 March to 1 June) that local councils hold their Annual Parish or Town Meeting – the annual assembly of residents of the area, not a Council meeting. Many Councils use their parish / town meeting as an opportunity to report on achievements and finances during the previous 12 months. Often, Councils hold annual awards promoting outstanding actions of nominated residents. At the very least, these meetings are an opportunity for residents to ask questions of the council and responses may risk a breach of the Code of Recommended Practice on Local Authority Publicity, (March 2011), if this meeting is held within the period of Purdah.

MHCLG Brexit Bulletins

MHCLG has introduced a new weekly local government Brexit bulletin, including updates from the Local Government EU Exit Team, announcements and new guidance, parliamentary activity and upcoming events. You can sign up by emailing lgengagement@communities.gov.uk plus you might also want to take a look at MHCLG's [webpage](#) on local government Brexit preparedness.



Suffolk

Move

Week

The first 'Suffolk Move Week' will take place from 18th to 26th May 2019.

The week will be a catalyst to get people moving, raising awareness of how active we all need to be to maintain good health and promoting the many simple and effective ways and opportunities there are locally to get moving. It will build on the publication of the recent Move! Supplement published and distributed by Archant - [click here](#) for the article

This high profile campaign will draw together, showcase and celebrate a diverse range of activities taking place locally during the week and provide a platform for any organisation that provides physical activity related opportunities to offer promotions and special offers that will enable members of the community to get moving by having-a-go at something new.

The campaign is currently being worked-up in greater detail but, in the meantime, please consider:

1. Any activities that your organisation are running between 18th and 26th May that could be promoted or profiled through Suffolk Move Week;
2. Any promotions, tasters, and experiences that your organisation could offer during Suffolk Move Week.

Greater detail will be distributed in due course but, in the meantime, please do feed through any thoughts and ideas to Adam Baker, Strategic Lead for Physical Activity, [email](#), [website](#)

[Latest vacancies here](#)

Reminder: Recruitment – locum clerk service

From time to time, for a variety of reasons, local councils require the services of a temporary clerk. The Association, working closely with Opus People Solutions, have developed a new locum clerking service. Clerks wishing to find out how to apply [click here](#)

Forthcoming Training





The National Allotment Society

National Society of Allotment and Leisure Gardeners Ltd

Reminder: Allotments Management

Date: Wednesday 6 March

Venue: SALC, Unit 11a Hill View Business Park, Claydon, IP6 0AJ

Time: registration 9.30am for 10am start - 2.30pm

Cost: £36 +VAT including lunch

Come along to this event and take the opportunity to share your experiences and issues with representatives from the National Allotment Society who will bring their expertise and resources.

Setting up, developing or regenerating a site:

- Planning, Localism, S106 & CIL
- Classification of sites
- Legal Considerations, Tenancy Agreements and Due Diligence
- Facilities
- Setting rents and taking deposits

Day to Day management:

- Waiting lists
- Management options
- Health and Safety and insurance
- Rules and Policies
- Managing non-cultivation and terminations

To book please contact SALC admin: admin@salc.org.uk or call 01473 833713

2019

LEADERSHIP SKILLS COURSE: 12 & 19 March

CLERK WORKSHOP: BOOK KEEPING, AUDIT, ANNUAL RETURN AND PRECEPT: 14 March

PLANNING: 27 March

CLERK INFORMATION & NETWORKING: 29 March

To view the 2019-20 annual training programme [click here](#)

Events





Reminder: Heritage Training

Date: Tuesday 12 March

Time: 10am - 1pm - registration from 9.30am

Venue: Lavenham Village Hall

Suffolk Preservation Society are hosting a seminar led by Heritage consultant Bob Kindred to provide easy to understand explanations for those living in or looking after our historic places. Designed to dispel confusion, explode myths and bring clarity to what can be a minefield, the seminar will look at a range of planning case studies that impact on listed buildings, conservation areas and their settings. We will cover a variety of developments, including appeal decisions, and learn how to apply national policy and guidance. You can also raise your own cases and queries for Bob's expert advice. For further information of how to book [click here](#)

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Jonathan Owen

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