

## OUR TRAINING PROGRAMME

We deliver an extensive range of core and specialist training - designed to meet all the needs of our member councils to include:

- Councillor / Chairman Training
- Council Finances
- Agendas, note taking & minutes
- Clerk Training
- Audit & Budget Setting
- Employment Law
- Data Protection
- Freedom of Information
- Play Areas & Risk Assessment
- Planning & Neighbourhood Plans
- Allotment Management
- Health & Safety, Fire Safety
- Safeguarding
- Emergency Planning
- VAT
- Insurance & Risk Management
- Community Engagement
- Bid Writing & Funding
- First Aid
- Burials/Cemetery Management
- Information Technology Skills:
  - Word (basic and beyond)
  - Excel (basic and intermediate)



## OUR PARTNERS

We work with a range of statutory and voluntary partners to promote and support Town and Parish councils

### CONTACT US:

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SUPPORTING LOCAL DEMOCRACY



**Lincolnshire Association  
of Local Councils**



**Supporting Parish &  
Town Councils in  
Lincolnshire**

## ABOUT US

Lincolnshire Association of Local Councils (LALC) is a not-for-profit membership organisation for Parish & Town councils and Parish Meetings, in Lincolnshire.

As an unincorporated association, LALC is owned by its member councils who exercise control through the Annual General Meeting.

We also deliver an extensive training programme designed to reflect the needs of our member councils.

## OUR OBJECTIVES

- Work for the interests of parishes having regard to the objectives set out by the National Association of Local Councils (NALC);
- Protect and promote the interests, rights, functions and privileges of members in the performance of their duties;
- Develop the social, recreational and cultural life of parishes and villages;
- Assist members in the performance of their duties and to promote and develop the social, cultural and recreational life of parishes and villages;
- Promote a widespread and well informed interest in local government;
- Promote good local government.



## We Provide Our Membership With:

- A one-stop service;
- Membership of the National Association of Local Councils;
- Telephone and email support for all enquiries relating to the administration of local council business;
- Assistance on all matters relating to the corporate body's legal powers and duties and in their role in the community;
- Access to free specialist advice:
  - Legal opinion from NALC legal team;
  - Employment related advice;
  - For VAT and HMRC related queries;
  - Burial and cemetery management.
- Access to a range of publications, free of charge or at discounted rates:
  - Legal Topic notes and briefings;
  - Model documents and policies;
  - Good Practice guides;
  - Legislative updates;
  - Government consultation documents;
- Information via a range of channels:
  - website, LALC news, e-groups, Mailings;
- Personal attendance at council meetings to deal with individual issues, where appropriate.

**Please contact us for further details.**

## OUR DEMOCRATIC PROCESSES

We are a member Association - each county has one and together we make up the National Association of Local Councils (NALC).

### County Committee

With a membership made up of clerks and councillors nominated by member councils this committee formulates our Association policy.

### County Executive

Made up of a President, Chairman, Vice-Chairman, Treasurer and Chief Executive to deal with urgent matters and report to the County Committee to assist in decision making.

### AGM and Conference

Held in October each year - all member councils are invited to this event.

### Representation at National level (NALC)

The LALC Chair represents our membership at the NALC National Council; also along with the President and CEO attend the NALC AGM and conference.

### Federation of East Midlands Association Local Councils (FEMALC)

Created in 1999 to represent the East Midlands parish council network at a regional level and is made up of 5 county associations: Notts, Lincolnshire, Northants, Derbyshire, Leicestershire/Rutland.



**Federation of East Midlands  
Association of Local Councils**