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To: CornwallALC Enquiries
Cc: Training Cornwall ALC
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Information Classification: CONTROLLED

To All Members –

We would like to draw your attention to a number of [news items](#) that may be of interest for members and some important dates for your diaries:

News Items**1. Clear days' notice over Easter**

Each year about this time we get a number of enquiries relating to the Easter period and which days can be used as 'clear days' for the calling of meetings. As it is a double bank holiday wrapped around a weekend it often causes confusion. Therefore, we are once again publishing the dates which cannot be counted as clear days around the Easter holiday. The 1972 Local Government Act s.243 (1) states that the clear days cannot include 'any day of the Easter Break', which in s.270 is defined as starting on Maundy Thursday and ending on the Tuesday. I can confirm that the six days which cannot be used towards the calculation of the clear days for meetings immediately after Easter are:

Maundy Thursday – 2nd April

Good Friday – 3rd April

Saturday - 4th April

Easter Sunday - 5th April

Easter Monday - 6th April

Tuesday - 7th April

Following advice from NALC, the Council cannot meet on any of the days identified as days of the Easter Break. If your normal council meeting date falls between 2nd - 7th April inclusive, this will need to be changed.

If your meeting is planned for Wednesday 8th April, the public notice will need to be given on Friday 27th March (for 9th April, issue on 30th March).

You should also issue the summons to members on that day, but there is nothing to prevent you from providing updates/reports etc nearer the time of the meeting.

2. Wearing of civic chains/regalia outside of your parish

Councils are reminded that if chairs/mayors are attending events outside of their own parish/town, permission to wear regalia should be sought from the local council in which the event is taking place. Permission is not needed in order to attend but is needed if wearing the mayoral chains (or similar).

See for reference appendix 6 of the National Association of Civic Officers Best Practice Guide:

<https://www.naco.uk.com/assets/Uploads/civichandbooks.pdf>

3. CALC would like to receive feedback from member councils on the estimated costs of the May 2025 elections (as advised by Cornwall Council in November 2024) compared to the final cost Invoiced.

Please confirm if this information was broadly accurate and if not, detail the scale of the difference. We need to gather as much information as possible and the extended deadline for submitting this information is Thursday 5 March 2026.

4. Cornwall Council Briefing: National Policy Planning Framework Consultation

On **Tuesday 24 February 2026 at 4pm-5.15pm** Cornwall Council will be hosting a Teams meeting for clerks and members of local councils.

Cornwall Council Officers will give a briefing on national planning changes and consultations from Government. The programme will include:

- Welcome – Chantal McLennan, Planning Appeals and Training Manager
- Current consultation on the revised National Planning Policy Framework – Robert Lacey, Strategic Manager Planning and Housing
- Introduction of new National Decision-Making Policies
- Other consultations and announcements
- Planning and Infrastructure Act update

This event will provide more information on what these changes are and aim to help local councils submit their own responses to the Government's current consultations. It will complement our recently published [briefing note](#) that provides a brief summary of the key changes to national planning policy. Full NPPF consultation may be viewed at: [National Planning Policy Framework: draft text](#). Depending on changes finally agreed by Government, a number of Local Plan and Neighbourhood Plan policies may be out of date from the publication of the final NPPF expected in March/April. We will be assessing this and will update on this separately once the final NPPF is in place. You can find a list of open Government consultations and closing dates on the [Ministry of Housing Communities and Local Government website](#).

This email provides the joining link – there is no need to book, and places are not limited for each council. **Clerks/Chairs - Please share this email with your local councillors so they can attend if they wish.** If you have any questions about the event, please email positiveplanning@cornwall.gov.uk

This will be an online event via Teams and the link to join is below:

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/39175094018924?p=Xet9NuZRg6Ri9BZXT0> Meeting ID: 391 750 940 189 24 Passcode: yY7vz9kw

Dial in by phone [+44 20 7660 8305, 937444193#](tel:+442076608305937444193) United Kingdom, City of London [Find a local number](#) Phone conference ID: 937 444 193#

The presentations from this event will be made available afterwards on our [Local Council Planning Training](#) webpage. You can find the latest quarterly planning newsletter at: [Planning News for Local Councils and Agents](#) – Winter 2026 You can find this and past newsletters, plus the Neighbourhood Planning newsletter at [Planning news - Cornwall Council](#)

5. CIL Fund 2026 open for applications

Cornwall Council's fifth round of Community Infrastructure Levy (CIL) funding is now open for applications. Town and parish councils and community groups can apply for up to £100,000 to fund infrastructure projects under the theme of Connecting Communities.

As in previous rounds, applying for CIL will be a competitive application process and will be open to town and parish councils, constituted community groups and not for profit organisations. Projects will be able to bid for between £20,000 and £100,000 CIL funding to deliver their Connecting Communities local infrastructure proposal.

Projects must be able to demonstrate how their local infrastructure project will help alleviate the cumulative impact of development on their area, or help development to come forward, as well as explain how the project will connect communities. Projects should also demonstrate partnership working within the community, and outline how they will deliver positive local outcomes, including volunteering and community and youth leadership.

The initial Expression of Interest stage runs until 3pm on Friday 27 February, after which the strongest proposals will be invited to submit a full application. Those groups will then have a further twelve weeks to submit detailed project applications, with the successful projects expected to be announced towards the end of 2026.

All information, forms and guidance are available at www.cornwall.gov.uk/cil.

6. NALC have asked us to circulate the following request:

Martyn's Law – the Home Office has asked county associations to share the following products to raise awareness of Martyn's Law (the Terrorism [Protection of Premises] Act) which legally commences from April 2027

- Infographic on [Premises Scope](#)
- Infographic on [events scope](#)
- [Top tips](#) document
- [one page leaflet](#)
- [animation](#)
- [mythbuster](#) document.

7. Andy Curtis, Chief Executive to Newquay Town Council has asked us to share the following information

I am pleased to share that Newquay Town Council has appointed Steve Facer as our new Director of Resources and Deputy Chief Executive.

Steve will be a familiar face to some of you through previous local government and sector work, and we are delighted to welcome him into this key strategic role within the Council.

Steve started with us on 02 February and is already hitting the ground running. As Director of Resources, he has responsibility for corporate services, governance, communications and organisational performance, and will deputise for me as Proper Officer when required. He will play an important role in supporting the delivery of our Corporate Plan and strengthening our organisational resilience as we continue to modernise and develop the Council's services.

Steve will be joining me at a number of forthcoming SLCC and CALC meetings, and we were keen to make an early introduction and begin strengthening professional links across the Cornwall network.

Steve can be contacted directly at DOR@newquay.gov.uk.

Please do feel free to reach out and connect with him in due course.

8. Healthy Rivers and Seas Summit

You are invited to join the **Healthy Rivers and Seas Summit** online

Residents and local councils can find out how organisations are working to tackle pollution and improve water quality in Cornwall's rivers and beaches at an online summit on **Friday 27 February from 10-11.30am**.

The Healthy Rivers and Seas Summit, convened by Cllr Leigh Frost, Leader of Cornwall Council, will bring together the authorities, agencies and organisations involved in water quality, with the ability to identify and deliver solutions to the ongoing issues Cornwall is dealing with.

Cornwall Council passed a motion 'Working to End the Sewage Scandal' in September 2025, calling for urgent action to tackle sewage pollution in the region's rivers and beaches. The motion commits the Council to work with South West Water and other stakeholders, including through a summit, to address repeated pollution incidents.

Panelists from the water and environmental sector will also discuss wider issues affecting water quality including land management and development.

Find out more about the summit, including how to submit a question and how to join the summit online on [Let's Talk](#)

[Cornwall](#)

9. What makes an age friendly community?

Just under half of Cornwall's population is over the age of fifty, according to data from the last census. This means we need to think carefully about how all of us, including our towns and villages, support people as they grow older.

Cornwall is working towards becoming officially recognised as an Age Friendly area.

To do this, Cornwall Council wants to build a clear picture of what is already happening where you live.

Town and parish councils are being asked to complete a 5–10-minute survey to share information about:

- Clubs, groups, and activities in your area that welcome older residents
- Regular events that help people stay active or socially connected
- Community projects that reduce loneliness or support wellbeing
- Any local initiatives that help people stay independent as they age

Your feedback will help the Council understand the strengths that already exist in Cornwall and identify any gaps where more support might be needed.

You may feel that what happens in your community is just normal local activity. But everyday opportunities such as a coffee morning, a walking group, a craft club, or a friendly exercise class, are exactly what help make a place age friendly.

Share information about your area in the [Cornwall Age-Friendly Community Activities Survey](#) by Friday 13 March.

10. We have been asked to circulate the following information from **Tim Jones, Wadebridge Memory Café**

Throughout 2025, I had the pleasure of collaborating with Falmouth Art Gallery to facilitate a unique experience with eight of Cornwall's Memory Cafes. This was centred around *Cogs and Curiosities*, a traveling exhibition featuring the gallery's unique automata collection.

These mechanical masterpieces, the memorable times we shared, and the insights we gained into using moving artworks for memory-friendly endeavours are now the subject of a new exhibition at Falmouth Art Gallery.

The exhibition also features other works, including paintings and larger automata that we were unable to take on tour.

Magic of Movement: Automata and the Memory Cafe

16 February 2026 - 09 May 2026

An exhibition exploring automata as a catalyst for connection.

Free Entry.

Please see the flyer attached.

11. Helena Webb, from Children and Family Services would like to inform everyone that the **Youth Transformation Pilot has launched its Support Fund**

This new fund is here to help voluntary and community youth groups improve the activities and support they offer to young people aged 11 and upwards and up to £15,000 is available for each successful application and here is the link for more information:

If you have any queries, please contact Helena on helena.webb@cornwall.gov.uk

12. You are invited to complete the following survey from the Reservoir Safety Reform Programme consultation.

This is especially important for parishes which are downstream of reservoirs. The consultation will focus on proposed changes to reservoir safety regulation arising from the [Independent Reservoir Safety Review Report\(External link\)](#) following the Toddbrook reservoir incident in 2019.

Further details are available here: [Reservoir Safety Reform Programme | Engage Environment Agency](#)

We would also encourage communities and businesses downstream of reservoirs to **register their interest** by visiting [Reservoir Safety Reform Programme | Engage Environment Agency](#) and submitting their **email address**. This ensures they receive the most up-to-date information as the programme progresses.

13. Cornish Hedge Survey - Cornwall National Landscape would like your help to complete the Cornish Hedge Survey

Cornish hedges are more than boundaries...

They're wildlife corridors, shelter and browsing for livestock, carbon stores, and a defining feature of our landscape and rich farming history. We're carrying out market testing to understand the costs involved in maintaining and building Cornish hedges, and we need your insight to shape future support.

Please take a few minutes to complete our short survey. Your views will directly inform our understanding of this unique and important heritage feature  **Take part here**

14. NALC has asked us to circulate details of the Carbon Literacy Trust directory of approved trainers for local government.

The Carbon Literacy Trust would like to inform everyone that one of the most important aspects of Carbon Literacy is its peer-to-peer approach to learning. If member councils require extra support with Carbon Literacy rollout, The Carbon Literacy Trust's expanding network of experienced certified trainers can help to assist with the development and customisation of their Carbon Literacy training, in addition to helping them to deliver it.

[Explore the trainer directory](#) to find an experienced local government trainer to suit your requirements. Each profile includes a short biography outlining the trainer's specialisms and geographical availability, making it easy to find someone who aligns with member council requirements.

15. The Eden Project would like to share the following information with members:

Free webinar: 5 March 12-1pm

The big do (5-8 June): a strategic opportunity for councils & housing teams

This year, we're bringing The Big Lunch and The Big Help Out together for [one big do](#) on 5-8 June 2026 – an opportunity for everyone to meet, eat and lend a hand locally in the UK's biggest celebration of community.

To help councils, housing providers and community organisations make the most of it, join us for this one-hour session

Hosted by Tracey Robbins, our Head of Communities at the Eden Project, with guest speakers from the DCMS, Local Authorities and the Housing sector.

Find out more and book your place at: [The big do webinar](#)

Dates for Your Diary

Tuesday 24 February 2026 – Cornwall Council Briefing: National Policy Planning Framework Consultation

Wednesday 25 February 2026 – [Future Leaders: attracting young talent to parish and town councils](#)

Monday 2 March 2026 at 11am – Accessible Documents with Mark Tomkins from Aubergine

Monday 2 March 2026 at 6.30pm online – An Introduction to Planning with Andrew Towleron

Wednesday 4 March 2026 at 6.30pm online – Enforcement & Appeals with Andrew Towleron

Monday 9 March 2026 at 6.30pm online – National Planning Policy Framework: proposed reforms and other changes with Andrew Towleron

Tuesday 17 March 2026 at 6.30pm in-person – Civility & Respect training - expression of interest invited for this session/venue TBC

Wednesday 25 March 2026 – [NALC The Housing Puzzle: putting parish and town councils at the heart of the solution](#)

Tuesday 21 April 2026 at 11am online – AI In Your Community: Session 1 – Getting Started with AI In Your Council

And expressions of interest are invited for the following training sessions:

Chairing Skills

Councillor Skills

Job Adverts – for further information please click [here](#)

16. **Locum Finance Officer** - St Agnes Parish Council – Immediate Start to allow for handover with outgoing post holder

17. Part time Clerk/RFO - Menheniot Parish Council – deadline for application Friday 27 February 2026

18. Part time Clerk/RFO - Probus Parish Council – deadline for application Wednesday 4 March 2026

19. Part time Clerk/RFO – Wendron Parish Council - deadline for application Wednesday 4 March 2026

20. Part time Clerk/RFO – Pelynt Parish Council - deadline for application Wednesday 4 March 2026

Should you have any questions in relation to any item within this Bulletin, please get in touch by email at enquiries@cornwallalc.org.uk

Kind regards,

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