



Local Council Survey 2016 - Council

Northamptonshire County Association of Local Councils Survey of Parish and Town Councils 2016

The Northamptonshire County Association of Local Councils (Northants CALC) is undertaking a survey of parish and town councils to refresh data previously collected in the 2011 survey, and explore councils' attitudes to current policy initiatives.

The results of the survey will help Northants CALC improve services to member councils and better represent the sector when speaking to principal councils and government.

A PDF copy of the survey [questionnaire is available here](#) should you wish to use it to discuss with your Councillors. However, please submit your responses via this online survey.

If you have any questions about the survey please contact Anne Kirkland on 01327 831482 or akirkland@northantscalc.com.

The survey will remain open for 9 weeks until midnight on Sunday 15 May 2016.

Your views are important to us and we look forward to receiving your responses.

Thank you for your help.

Danny Moody
Chief Executive, Northants CALC

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About the Parish/Town Council

* 1. Name of Council:

* 2. What is the usual public attendance at...

	0-5	6-10	11-20	21-40	40-60	60+
Ordinary council meetings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Annual Parish Meeting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 3. How long has the council's chairman been in post? Please select one answer.

- Less than a year
- 1 - 3 years
- 4 - 10 years
- More than 10 years

* 4. Has the council formally adopted...

	Yes	No	Working towards	Don't know
Standing Orders	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial Regulations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Freedom of Information (FOI) Publication Scheme	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Code of Conduct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 5. Is the council registered as a Data Controller under the Data protection Act?

Yes	No	Don't know
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 6. Where is the Council with the Local Council Award Scheme (LCAS)?

Already achieved	Working towards	Considering	No plans	Need more information
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 7. In general, how would you describe the Council's relationship with...

	Very good	Good	Neither good nor poor	Poor	Very poor	No opinion
The District/Borough Council	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The County Council	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please provide reasons for your answers

* 8. Very briefly, what is the single biggest issue facing your council currently?

* 9. In general, how positive does your council feel about the future?

Very positive	Positive	Neither positive nor negative	Negative	Very negative
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Training

* 10. Does the Council have a training budget?

yes

No

Don't know

If you answered "No" please explain why?

* 11. Have any of the following undertaken training in the last 12 months?

Yes

No

Clerk

Chairman

Councillors

If "No" please say why

* 12. On what subjects does the Council require training in the next 12 months?



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About the Clerk

* 13. How long has the Clerk been with this Council?

Less than 6 months

6-12 months

1-3 years

4-10 years

More than 10 years

* 14. Is the Clerk also the Clerk of any other Council(s)?

Yes

No

If yes, how many other Councils?

* 15. How long overall has the Clerk been a Clerk with this and other Council(s)?

Less than 6 months

6-12 months

1-3 years

4-10 years

More than 10 years

* 16. Does the Clerk have the following?

Yes

No

A Contract of
Employment

A Job Description

Annual Performance
Review

Pay at NALC/SLCC
recommended rates (or
above)

* 17. How many paid members of staff are there at this Council (including the Clerk)?

* 18. Is the Clerk also the Council's Responsible Financial Officer (RFO)?

Yes

No

* 19. Where does the Clerk normally carry out work for the Council (apart from Council meetings)?

Home	Council office	Public village hall	Other
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

* 20. Does the Clerk hold CiLCA or Degree in Community Governance?

	Yes	No, but working towards	No, but considering	No, and won't consider
CiLCA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Degree in Community Governance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Any other comments?

* 21. Is the Clerk receiving any other training currently?

Yes	No
<input type="radio"/>	<input type="radio"/>

If yes, please specify

Services Provided by the Council

* 22. Does the Council manage or provide any of the following services?

	Yes	No	Not currently, but considering
Council owned community center/village hall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recreation grounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community transport schemes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Crime prevention measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bus shelters or other roadside seating	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Street lighting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Groundsman / Lengthsman / maintenance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community grants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Traffic signs for roads and public places	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parking places for vehicles, bicycles and motorcycles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Traffic calming measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Commons and/or common pastures, ponds or ditches	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Village greens	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tourism activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Affordable housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pocket parks/environmental schemes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Youth services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Yes	No	Not currently, but considering
Festivals and entertainment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Allotment gardens	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Burial grounds, cemeteries	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Closed churchyards, monuments and memorials	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
War memorials	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

* 23. Is the council discharging any functions on behalf of the Principal Authority?

- Yes
- No

If yes, please specify...

* 24. Thinking about the services your Council currently delivers, how stretched are the following resources? (please rate of a scale of 1 to 5, where 1 is not at all and 5 is a great deal)

	1 (not at all)	2	3	4	5 (a great deal)
Officer time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Member time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council meeting time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Precept	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Training/skills needed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council policies and procedures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Statutory powers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

25. If you rated any of the above as 4 or 5 why did you give this rating?

* 26. Thinking about the future, in particular Devolution, are there any services that the Council has thought about providing in the future?

Yes

No

If Yes, please specify which services...

27. If the Council were to take on any of the new services identified in question 31, how much would the following resources need to be increased? (Please rate on a scale of 1 to 5, where 1 is no increase and 5 is increase a great deal)

	1 not at all	2	3	4	5 a great deal
Officer time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Member time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Precept	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Training / skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Council policies and procedures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Statutory powers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

28. If you rated any of the above as 4 or 5, why did you give this rating?

Communication with the Electorate

* 29. Does the Council use any of the following communication methods to reach the electorate?

	Yes	No	Not currently, but considering
Website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Notice Boards	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
E-mail bulletins	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Village magazine/newsletter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public information point (e.g. library)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Councillor surgeries	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Local press	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Door to door leaflets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social media, i.e. Facebook, Twitter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Annual Report	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other (please specify)

Membership Satisfaction

* 30. How would you rate the following from Northants CALC?

	Very Good	Good	Neither good nor poor	Poor	Very Poor	Don't use
Member Enquiry Service (MES)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Information and guidance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Update Magazine	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Representing your Council Regionally and Nationally	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Processing Borrowing Approval Applications	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The NCALC website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 31. Thinking about the advisory service offered by Northants CALC, how would you rate the following?

	Very good	Good	Neither good nor poor	Poor	Very poor	Don't use
Availability/opening hours	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Response time (phone)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Response time (e mail)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of response	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 32. How do you rate the Internal Audit Service?

Very good	Good	Neither good nor poor	Poor	Very poor	Don't use
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If you don't use the Internal Audit Service, who acts as your Council's Internal Auditor (e.g. accountant, bank manager, member of the public etc.)

* 33. The Update magazine is published by Northants CALC six times per year. How would you rate the following?

	Very good	Good	Neither good nor poor	Poor	Very poor	Don't know
PDF format	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
A5 booklet format	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quantity of content	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of content	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Frequency	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 34. Do you still want to receive the A5 Update magazine in hard copy via the post?

Yes	No
<input type="radio"/>	<input type="radio"/>

* 35. How is update made available to your Members?

Circulate by Email	Copy and circulate	Made available at meetings	Don't circulate
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 36. Overall do you think the membership fee represents good value for money?

Yes	No	Not sure
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Services and Schemes

* 37. Does the Council participate in the following existing services and schemes?

Yes No

The Parish Highways Warden Scheme (resourced volunteer responsible for interfacing with the Highways Authority)

If no, why not?

The Parish Paths Warden Scheme (resourced volunteer responsible for interfacing with Rights of Way at County)

If no, why not?

The Parish Lengthsman Scheme (paid worker responsible for green maintenance and minor works in the parish)

If no, why not?

The Parish Special Constable Scheme (resourced volunteer with police powers responsible for working with the police Safer Community Team)

If no, why not?

Any Other Comments

* 38. Please give one example of something the Council does really well, which could be shared with other councils as an example of best practice...

39. Is there anything else you would like to tell us, or any responses in this survey you would like to expand on?

Data Protection Statement

Information about your Council will be stored and used in accordance with the Data Protection Act 1998. It will be used by Northants CALC to update a database of parishes, including contact details and other pertinent information. The database will be used to provide an enhanced service to members, maximise revenue and attract grant funding from external bodies.

* 40. I agree that these details may be stores and used for this purpose

Yes

No

* 41. I agree that Northants CALC may contact me/us for information by telephone, e mail or post

Yes

No

* 42. Northants CALC may wish to share the information in this form with other organisations and third parties such a district and borough councils for the purpose stated above.

Yes

No

I agree that Northants CALC may make this information available to other organisations and third parties for this purpose

[Thank you for taking the time to participate in this survey](#)