

# Rudgwick Parish Council

## Weekly Clerk's Update 14 – 19 April 2020 (Agenda May 2020)

To: Parish Councillors

c.c: Christian Mitchell (West Sussex County Councillor)  
Richard Landeryou (Horsham District Councillor)

From: Jonna Foote

---

The weekly update provides information regarding:

- Announcements/delegated decisions by the Clerk
- Planning information
- Correspondence/communications from parishioners
- Correspondence/communications from outside organisations

### **List of organisations that communicate with the Council on a regular basis.**

- AIRS (Action in Rural Sussex)
  - APCAG (Association of Parish Councils Aviation Group)
  - CAGNE (Communities Against Gatwick Noise Emission)
  - CPRE (Campaign to Protect Rural England)
  - HALC (Horsham Association of Local Councils)
  - HDC (Horsham District Council)
  - NALC (National Association of Local Councils)
  - SSALC (Surrey and Sussex Association of Local Councils)
  - WSCC (West Sussex District Council)
- 

### **Clerk's announcements/delegated decisions:**

- Submitted a SSALC survey regarding financial impact of Corona virus (Covid 19) on Rudgwick Parish Council's 2020/21 budget (loss of income/ additional expenses between £0 and £24,999 tick box.)
- Confirmation has been received from HDC regarding the RPC's request for the re-allocation of £58,286 of spends committed in the s106 agreement which are currently to be used to provide a new MUGA at the Rudgwick recreation ground and for new equipment or surfacing at Rudgwick Village Hall, to be used for the refurbishment of Rudgwick Skate Park. These sums fall under contributions towards Amenity Green Space, LEAPs, Youth Activity Areas, and Outdoor Facilities and appropriate consent has been given by all parties concerned.
- Corona Virus updates, some of these are included in the weekly updates. However, if councillors/ parishioners wish to receive all updates, please subscribe <https://www.gov.uk/help/update-email-notifications>
- Rates Bill for KGV changing rooms has been suspended during the Corona virus period, request for Jubilee Hall suspension of rates has been made.

- HDC Community Development Department has requested for the Council/ Clerk to act as banker for distribution of funds to volunteer hubs.

### Planning New Applications

Delegated Applications for noting at Rudgwick Parish Council Meeting				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
<a href="#">DC/20/0750</a> 17.04.2020	43 Woodfield Road, Rudgwick	Conversion of rear conservatory into a garden room with a replacement balcony. Stair enclosure for new staircase down to lower level workshop.		08.05.2020

### Delegated Decisions

Delegated Decisions for noting at Rudgwick Parish Council Meeting				
Application No	Applicant	Reason for Application	Recommendation	Official Response Date
<a href="#">DISC/20/0078</a> 23.03.2020	Pathfield Close, Rudgwick	Approval of details reserved by conditions 8 and 9 on DC/18/2747	<b>No objection, the Parish Council notes that Condition 10 (regarding materials) now has a deadline of slab level rather than pre-commencement</b>	<b>Not available</b>
<a href="#">DC/20/0550</a> 19.03.2020	Windacres Farm, Church Road, Rudgwick	Retrospective application for the retention of an agricultural storage building	<p><b>Objection – the evidence for the conditions that were mentioned in the previous retrospective planning application (DC/17/2410)</b></p> <ul style="list-style-type: none"> <li>• evidence to be provided that there is an agricultural need for a building of this size</li> <li>• building to be used for agricultural storage only</li> </ul> <p>have not been provided. (The council would like to refer to the Council's comments regarding the inconsistencies in the land supply information provided for DC/20/0627: Previous applications and Whites statement (5.10) suggest that the area is 33ha (81acres) however the unsigned agricultural appraisal states 'rents 60 acres at Billingshurst... Some 80 acres are coming for sale locally. The farm is over 100acres' then follows with ' farms some 140 acres of cereals and 20 acres of hay'.</p>	<b>17.04.2020</b>

			<p>Peter R Settlefield states (para 3) 40 ha (100acres) will rise to 116 ha (140 acres) should a proposed area of land become available in March (NB 140 acres is 56ha and 116 ha is 286 acres)</p> <p>Whites statement 2.2 states the shed serves 140 acres with more rented or likely to be purchased.</p>	
<a href="#">DC/20/0549</a> 19.03.2020	Windacres Farm, Church Road, Rudgwick	Retrospective application for the retention of a lean-to agricultural storage building	<b>Objection, the associated building has not been approved.</b>	<b>17.04.2020</b>
<a href="#">DC/20/0433</a> 02.04.2020	Churchgate House, Church Street, Rudgwick	Replacement of all first floor windows, and ground floor meeting room and kitchen windows with double glazed timber windows (Listed Building Consent)	<b>No objection</b>	<b>24.04.2020</b>
<a href="#">DC/20/0627</a> 27.03.2020	Woodsomes Farm, Lynwick Street, Rudgwick	Prior notification for the erection of a new agricultural building	<b>No objection, the Parish Council fully supports the application. The long established business provides employment and services for the village.</b>	<b>Not available</b>
<a href="#">DC/20/0595</a> 27.03.2020	Windacres Farm, Church Street, Rudgwick	Prior notification for hay store	<p><b>Objection, the Parish Council accepts the need for storage for the farming carried out on Windacres Farm but queries the volume required as there are inconsistencies regarding the actual size of the land.</b></p> <p>Previous applications and Whites statement (5.10) suggest that the area is 33ha (81acres) however the unsigned agricultural appraisal states ‘ rents 60 acres at Billingshurst... Some 80 acres are coming for sale locally. The farm is over 100acres’ then follows with ‘ farms some 140 acres of cereals and 20 acres of hay.</p> <p>Peter R Settlefield states (para 3) 40 ha (100acres) will rise to 116 ha (140 acres) should a proposed area of land become available in March (NB 140 acres is 56ha and 116 ha is 286 acres)</p>	<b>14.04.2020</b>

			<p>Whites statement 2.2 states the shed serves 140 acres with more rented or likely to be purchased. Therefore the Parish Council objects to this application.</p>	
<a href="#">DC/20/0596</a> 27.03.2020	Windacres Farm, Church Street, Rudgwick	Prior notification for tractor shed	<p><b>Objection, The Parish Council accepts the need for storage for the farming carried out on Windacres Farm but queries the volume required as there are inconsistencies regarding the actual size of the land.</b></p> <p>Previous applications and Whites statement (5.10) suggest that the area is 33ha (81acres) however the unsigned agricultural appraisal states ‘ rents 60 acres at Billingshurst... Some 80 acres are coming for sale locally. The farm is over 100acres’ then follows with ‘ farms some 140 acres of cereals and 20 acres of hay.</p> <p>Peter R Settlefield states (para 3) 40 ha (100acres) will rise to 116 ha (140 acres) should a proposed area of land become available in March (NB 140 acres is 56ha and 116 ha is 286 acres)</p> <p>Whites statement 2.2 states the shed serves 140 acres with more rented of likely to be purchased.</p> <p>Therefore the Parish Council objects to this application.</p>	14.04.2020

## Decisions

HDC Council Decisions – Rudgwick Parish Council Meeting				
Application No	Applicant	Reason for Application	RPC Recommendation	HDC Decision
<a href="#">DC/20/0017</a>	Workshop and Premises Smithers Farm, Guildford Road, Rudgwick	Demolition of two workshop buildings and erection of 2no single storey workshop buildings. (Retrospective)	No objection	<b>Permitted</b>
<a href="#">DC/20/0264</a>	The Old Stables, Guildford Road, Rudgwick	Retrospective application for the installation of external lights on sand school	No objection in principal, the conditions shown in the Lighting assessment need to be incorporated	<b>Permitted</b>

<a href="#">DC/20/0312</a>	Greenhurst Farm, Tismans Common, Rudgwick	Erection of a two storey side extension	No objection in principal, request for consideration to 2 Common, Rudgwick be given to reducing the roofline of the extension	<b>Permitted</b>
----------------------------	---	--	--	------------------

**Applications going to Committee**

Applications going to Committee – Rudgwick Parish Council Meeting				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date
		None		

**Appeals Lodged / Appeals Decided**

Appeals Lodged / Appeals Decided – Rudgwick Parish Council Meeting				
Application No	Applicant	Reason for Application	RPC Recommendation	Public Inquiry/Written Representation
		None		

**Applications going to Committee**

Applications going to Committee – Rudgwick Parish Council Meeting				
Application No	Applicant	Reason for Application	RPC Recommendation	Planning Committee Date
		None		

**Enforcement Numbers**

Enforcement Numbers – Rudgwick Parish Council Meeting	
	None

**Correspondence/communications from parishioners / to the Council**

- Enquiry regarding the availability of allotments

**Emails/correspondence from external organisations/people**

**14.04.2020 Email from Chichester Council: Local Plan Review**

Dear Consultee

## Chichester Local Plan Review

You are being contacted as you have either objected to or otherwise commented upon the emerging Chichester Local Plan Review, or previously expressed an interest in planning policy matters relating to Chichester.

Since the Council published the *Preferred Approach* consultation document in December 2018 work has been underway to consider all the responses made to that consultation and the issues raised, and address important issues such as the capacity of essential infrastructure including the A27 and waste water treatment works, environmental constraints including the sensitive harbours, and the availability of land to meet the development needs of this area. These issues are not entirely within the Council's control – we need to work with outside bodies such as Highways England and the Environment Agency – so we are reliant upon them for how quickly work can progress. In addition, the Council has also declared a Climate Emergency and is considering how to ensure that it is reflected in how the Local Plan and other council initiatives are undertaken.

You may be aware of recent announcements regarding the identification of the A27 as a “pipeline project” in the Government's Road Investment Strategy. This will be the subject of detailed consideration by the Council, along with Highways England and West Sussex County Council. The emerging Local Plan will need to take account of progress on this important matter.

There are therefore a range of complex issues that we are working hard to address and so following advice from the government supported Planning Advisory Service we have decided that it is better to ensure we have all the relevant evidence in place, rather than submit the plan for Examination too soon as overall that may lead to a longer delay. We will also need to take into account the challenges presented by the Coronavirus.

Notwithstanding this position, I would like to take this opportunity to confirm that work is continuing on the Local Plan and progressing well despite the current situation with Coronavirus. This does however have the potential to disrupt progress on the Local Plan and we are keeping the situation under review. The latest information and timetable on the emerging Local Plan can be seen at <https://www.chichester.gov.uk/chichesterlocalplan2035> where we post all the latest reports and documents. You will be contacted again once a formal timetable is in place so that you are aware of when the next round of consultation is expected to take place.

### **Data – us holding your personal details**

We have contacted you using your name and address data held on our planning policy database. The Council is mindful of its responsibilities under the General Data Protection Regulation 2016. To that end, data is held in order to comply with legal obligations in relation to consulting on the preparation of local planning policy – including the Local Plan.

Data is held with your consent where you have asked to be added to our consultee list. This consent is assumed to be ongoing until you notify us otherwise. If you want to be removed from this list, you may notify us in any of the following ways:

- By email: [planningpolicy@chichester.gov.uk](mailto:planningpolicy@chichester.gov.uk)
- By letter to Planning Policy, Chichester District Council, East Pallant House, Chichester PO19 1TY
- By logging on to the consultation system at <https://chichester.oc2.uk/login> where you can update your contact preferences and details, or, if you have not made any representations, delete your record under "My Account".

More information about the data we hold and how we use it can be found in the Planning Policy Privacy Notice on our website at:

<https://www.chichester.gov.uk/dataprotectionandfreedomofinformation>

14.04.2020 Email from Gov.UK : daily corona Covid 19 update

The [Commission of Human Medicines \(CHM\)](#) Expert Working Group on coronavirus (COVID-19) has concluded that there is currently insufficient evidence to establish a link between use of ibuprofen, or other non-steroidal anti-inflammatory drugs (NSAIDs), and susceptibility to contracting COVID-19 or the worsening of its symptoms.

Patients can take paracetamol or ibuprofen when self-medicating for symptoms of COVID-19, such as fever and headache, and should [follow NHS advice](#) if they have any questions or if symptoms get worse.

## Taking ibuprofen

Patients should always read the patient information when taking over-the-counter medicines, such as ibuprofen and paracetamol, and follow the instructions on how to take the medicines.

For further information, see link

[https://www.gov.uk/government/news/commission-on-human-medicines-advice-on-ibuprofen-and-coronavirus-covid-19?utm\\_source=67b434ea-88c7-41c9-a106-575b2150095a&utm\\_medium=email&utm\\_campaign=govuk-notifications&utm\\_content=daily](https://www.gov.uk/government/news/commission-on-human-medicines-advice-on-ibuprofen-and-coronavirus-covid-19?utm_source=67b434ea-88c7-41c9-a106-575b2150095a&utm_medium=email&utm_campaign=govuk-notifications&utm_content=daily)

## news release

14 April 2020

## West Sussex response to Covid-19

Protecting the most vulnerable has been at the heart of West Sussex County Council's response to Covid-19.

Since the outbreak of Covid-19 staff across the County Council have worked really hard to support residents.

The council's Cabinet will meet on April 22 to receive a formal update on the County's response. The Cabinet will be holding a virtual formal meeting, in line with new Government Regulations, as councillors aren't currently able to meet in person.

They will hear that following the Government's official lock-down the council, in partnership with district and borough councils, launched community hubs across the county to make sure those people who are vulnerable, or have been made vulnerable by Covid-19, get the support, supplies and help they need.

Social care staff across the council have been working in hospitals and people's homes supporting residents with social care and health needs.

Hospital discharge hubs have been set up to manage how people are moving through hospitals and care settings and where beds and support are required. This has been set up in partnership with local NHS organisations. As new patients become ready for discharge, teams are working hard to ensure that they can leave hospital as quickly and safely as possible.

Cabinet will be updated on the economic impact of the virus in West Sussex. A briefing will show that large scale job losses and long closures to business are having a significant impact but plans are in place to support the economy as and when the country starts to move into recovery.

The Cabinet will also receive an update on improvements to the Fire and Rescue Service and details of how improvements to Children's Services continue despite the challenges of Covid-19. This means the county's most vulnerable children continue to get the support they need.

Paul Marshall, Leader of West Sussex County Council said: "This virus has caused such significant disruption to our country both in people's lives as they struggle to cope with isolation, illness and , for some, losing loved ones. It has also meant many people have not being able to rely on their usual networks of support and help, leaving them vulnerable. That is where we have done all we can to step in and support our residents. We know this is a worrying and difficult time for every single one of us but we hope we can be there for our residents throughout. I want to use this opportunity to pay testament to our dedicated and



committed staff who have gone way above and beyond to do everything possible to support our communities. I am confident that West Sussex along with the rest of the country will bounce back stronger than ever from these difficult circumstances but in the meantime I reiterate the plea to stay safe, stay inside and take care.”

The full briefing paper on West Sussex’s response to Covid-19 can be found [here](#). Additional updates will be given on the day due to the fast-moving nature of the situation.

All the councillors and officers are attending via an online conference call, so the public aren’t able to physically attend the meeting. However the meeting is being audio webcast so that the public can listen to the meeting and hear the discussion. You can access the webcast on the day [here](#).

The agenda and papers for the meeting will be published in the usual way, via the [County Council website](#)

Our community hubs operate across the county. Wherever you live you can contact the West Sussex hub at [www.westsussex.gov.uk/covid19communityhub](http://www.westsussex.gov.uk/covid19communityhub) or call [033 022 27980](tel:03302227980) from 8am -8pm, 7 days a week. However in some areas there are specific websites:

- Mid Sussex – use [www.westsussex.gov.uk/covid19communityhub](http://www.westsussex.gov.uk/covid19communityhub) or call [033 022 27980](tel:03302227980)
- Arun - use [www.westsussex.gov.uk/covid19communityhub](http://www.westsussex.gov.uk/covid19communityhub) or call [033 022 27980](tel:03302227980)
- Chichester - use [www.westsussex.gov.uk/covid19communityhub](http://www.westsussex.gov.uk/covid19communityhub) or call [033 022 27980](tel:03302227980)
- Crawley – use [www.crawley.gov.uk/coronavirus/supporting-community/vulnerable-and-older-people](http://www.crawley.gov.uk/coronavirus/supporting-community/vulnerable-and-older-people) or [01293 438000](tel:01293438000)
- Horsham – use [www.horsham.gov.uk/community/coronavirus-community-support](http://www.horsham.gov.uk/community/coronavirus-community-support)
- Adur & Worthing- use <https://www.adur-worthing.gov.uk/coronavirus/community-support/> or call 01903 221222

If you can contact us online please do, that way we can keep the phone lines free for those people who have no other option.

Find us on [Twitter](#) and [Facebook](#)

[Click to Unsubscribe](#)

**15.04.2020 Email from HDC Coronavirus (COVID-19) 15 April: Information and advice for public and businesses**

<https://content.govdelivery.com/accounts/UKHORSHAM/bulletins/285aaf6>

Having trouble viewing this email? [View it as a Web page.](#)



# Coronavirus (COVID-19)

Information and advice for public and businesses from Horsham District Council

---

*Timestamp: 15 April 2020*

This is a regular email bulletin that Horsham District Council will be sending out updating you on latest guidance and advice about coronavirus (COVID-19), updates about Council services and actions being taken.

This bulletin has been sent to public email subscribers, Horsham District Council members, Neighbourhood Councils, Parish Council clerks and Horsham District Council staff.

[Visit our website for the latest updates on Council services.](#)

---

## Donate to the Horsham District Community Hub Appeal

Thanks to your generosity, the Horsham District Community Hub Appeal has already raised over £2,200 in just five days! The Council made the first donation to kick-start the appeal.

The money donated will be used by local community hubs and a range of local charities and support services, including Horsham Matters, to support the most vulnerable people in our communities.



Your donations will be paid directly to the volunteer hubs and food banks to pay for essential food and medical provisions.

## How you can donate

To give £20 by mobile, just text HUBS to 70085. Texts cost £20 (the donation) plus one standard rate message.

Alternatively, you can make a donation by debit or credit card by following the button below.

[Make a donation](#)

The support appeal is possible thanks to registered charity [The Hub Beeding](#) and [Donorfy](#) who provide award-winning fundraising software to non-profit organisations across the UK.

*Your donation is processed on behalf of the Horsham District Covid-19 Community Hubs by [The Hub, Beeding](#) - registered charity number 1173420. Funds are distributed proportionately to the Community Hubs and Horsham Matters.*

---

# Community support

## Essential stores in Horsham District

Working in conjunction with Visit Horsham, the Council have compiled details of shops and services across Horsham District that are open and supporting the community during the COVID-19 situation. More are being added all the time so please continue to check the website regularly.

[Visit the Visit Horsham website to view the list of essential stores.](#)

---

# Recycling and waste

## Household waste collection services

Our waste collection services are currently operating as normal.

## Want to reduce your waste? Get composting

Home compost bins are a great way to help reduce garden and food waste and also create great fertiliser for your garden.

During this uncertain time, now is a good opportunity to get a home compost bin and make a start with vegetable peelings, grass cuttings, weeds and maybe the odd egg shell or two. West Sussex residents can also get a special rate on 220L or 330L compost bins.

For more tips to reduce your waste visit [West Sussex Waste Prevention's website](#).

[Buy a compost bin](#)

## Pick up after your pooch

Did you know that the failure of a dog owner to clean up after their dog if it fouls in a public area may incur an on-the-spot Fixed Penalty Notice of £80, with a maximum fine of £1,000?

Please be considerate to your neighbours and pick up after your pooch.

[If you see dog fouling in your local area, please report it to us.](#)

## Check your tradesperson has a waste carrier licence

Did you know that if you hire someone to remove waste from your property, you could be fined if they fly-tip the waste?

It is your responsibility to check that any tradesperson you hire arranges for a registered carrier of waste to deal with any waste at the end of a project. For example, they could hire a skip or, if they intend to dispose of the waste themselves they must have a waste carriers licence.

If your waste is fly-tipped, you could be fined.

[How to check a tradesperson's waste carrier licence.](#)

[Are you a tradesperson? Apply for a waste carrier licence.](#)

---

# Revenues and Benefits

## Telephone contact hours

From Friday 17 April 2020, our Revenues & Benefits service will be changing its telephone opening hours to 10am - 2pm Monday to Friday so that colleagues can focus outside of these hours on customers who have contacted us by email.

We are committed to providing all our customers with the support they need during this time, and so we are allocating our resource to enable us to respond to everyone as quickly as possible.

[Visit the LGSS website for information and support.](#)

---

# Businesses

## Small businesses benefitting from grant funds

530 local small businesses have benefitted from business rate grant funds, as part of a package of measures introduced by the Government in response to the coronavirus outbreak.

We have received over 1,400 applications in a very short period of time and we are working through these as quickly as we can.

The team are prioritising the payment to your nominated accounts and it is likely that you will receive your payment ahead of any payment advice, so please ensure you check your account directly for payment.

If you've received an acknowledgement of your application please don't ring or email to find out where it is because this creates extra work, slowing down how quickly we can issue the grant to you.

### **Apply for grant funding**

If you are a small business or a business in the retail, hospitality and leisure sectors and are struggling as a result of the crisis, [do apply now for the support available through the Local Authority Business Grant to Businesses Scheme.](#)

## Beware of scams

Unfortunately, some people are trying to scam businesses during this challenging time. A local business received an email with a link to a fraudulent website claiming to offer COVID-19 Small Business Grants requesting bank details.

Please only provide bank details for small business grants using our verified link [br-grant-hdc.lgss-revs-bens.com](mailto:br-grant-hdc.lgss-revs-bens.com) and contact us if you are unsure whether an email you have received [hdc-revenues@milton-keynes.gov.uk](mailto:hdc-revenues@milton-keynes.gov.uk). If you receive an email or link that you suspect is a scam, [report it to Action Fraud.](#)

## Guidance and information

Visit our [information for businesses page](#), the hub of information for Horsham District businesses during the coronavirus (COVID-19) situation.

---

## Quick links

[Check the NHS website if you have symptoms](#)

[Full guidance on staying at home and away from others](#)

[Staying at home if you think you have coronavirus \(self-isolating\)](#)

[How to protect extremely vulnerable people \(shielding\)](#)

[Visit the Government's business support website](#)

---

# Coronavirus (COVID-19)

Please read the latest advice  
and updates on our services at  
[www.horsham.gov.uk/coronavirus](http://www.horsham.gov.uk/coronavirus)



[www.horsham.gov.uk/coronavirus](http://www.horsham.gov.uk/coronavirus)



---

*Stay connected*



Parkside, Chart Way, Horsham,  
West Sussex,  
RH12 1RL



**Horsham  
District  
Council**

16.04.2020 Email from WSCC Fire & Rescue  
Fire Service launches educational resources for primary children



## news release

PR 14851

14 April 2020

For Immediate Release

## Fire Service launches educational resources for primary children

### Attachments

- Five-year-old Beatrice with some of the fun activities downloaded from the Learning Zone.jpg [Five-year-old Beatrice with some of the fun activities downloaded from the Learning Zone.jpg](#)

West Sussex Fire & Rescue Service (WSFRS) has launched its Learning Zone, a series of educational resources on fire safety, for primary school children.

The resources have been designed to help families with educating their children from home during COVID-19 lockdown.

The key stage one and two resources range from colouring in to identifying hazards and risks around the home.

Angela Spencer-Smith, WSFRS Team Leader for Youth Projects & Education, Intervention & Prevention said, “A lot of us within the service are parents too and we know how difficult it is trying to keep children entertained and educated at home, especially if you’re still working.

“We’ve produced these resources to try and help families through this strange period, whilst educating them on fire safety. Having this kind of knowledge could keep children safer at home and we’ve tried to make them as fun as possible.”

Send pictures of what your little ones have created using the resources to the service via Facebook and Twitter using #LearningZone.

Many of the materials have been produced in partnership East Sussex Fire & Rescue Service.

**17.04.2020 Email GOV.UK**

**Daily update from GOV.UK.**



Daily update from GOV.UK.

Coronavirus (COVID-19)

[NATS eligible for funding of up to £92 million to maintain services](#)

Page summary

£1.1 billion support package for air navigation service providers across Europe affected by COVID-19 events.

Change made

First published.

Time updated

10:29am, 16 April 2020

---

[Coronavirus \(COVID-19\): letter to the retail sector](#)

Page summary

Letter from the Secretary of State for Business, Energy and Industrial Strategy, Alok Sharma, to those working in retail.

Change made

Added links to guidance for Northern Ireland, Scotland and Wales.

Time updated

12:32pm, 16 April 2020

---

### [Councils given greater financial relief against cash flow pressures](#)

Page summary

Councils will be allowed to defer £2.6 billion in business rates payments to central government, and £850 million in social care grants will be paid up front this month.

Change made

First published.

Time updated

1:52pm, 16 April 2020

---

### [Coronavirus \(COVID-19\): letter to the construction sector](#)

Page summary

Letter from the Secretary of State for Business, Energy and Industrial Strategy, Alok Sharma, to the UK's construction sector.

Change made

Added links to guidance for Scotland, Wales and Northern Ireland.

Time updated

2:28pm, 16 April 2020

---

### [Joint pledge to continue vital building safety work during pandemic](#)

Page summary

Essential safety work to replace unsafe cladding on high-rise buildings will continue during the Covid-19 emergency.

Change made

First published.

Time updated

2:44pm, 16 April 2020

---

### [Coronavirus \(COVID-19\): adult social care action plan](#)

Page summary

How the government will support the adult social care sector in England throughout the coronavirus outbreak.



Change made

Added web version (HTML) of 'COVID-19: our action plan for adult social care'.

Time updated

3:34pm, 16 April 2020

---

### [Edinburgh Airport COVID-19 testing centre opens to Key Workers](#)

Page summary

Key workers can now use the newly opened testing centre at Edinburgh Airport to confirm if they have the coronavirus.

Change made

First published.

Time updated

3:37pm, 16 April 2020

---

### [Awarding qualifications in summer 2020](#)

Page summary

Information for schools, students and parents on how GCSE, AS, A level, vocational and technical qualifications will be graded and awarded in summer 2020.

Change made

Added a BSL signed version of the letter to students.

Time updated

3:41pm, 16 April 2020

---

### [Coronavirus \(COVID-19\): Closure of educational settings: information for parents and carers](#)

Page summary

Information for parents and carers about the closure of schools and other educational settings following the outbreak of coronavirus (COVID-19).

Change made

Updated Resources and support and added a new section for Admissions.

Time updated

3:54pm, 16 April 2020

---

### [3/2020: Council Tax information letter – 16 April 2020](#)

Page summary

This letter provides a brief Q&A note on the technical implementation of the £500 million hardship fund.

Change made

First published.

Time updated

4:30pm, 16 April 2020

---

[Privacy notice for Covid-19 response activity](#)

Page summary

How the Cabinet Office uses your personal data, and what your rights are.

Change made

First published.

Time updated

4:49pm, 16 April 2020

---

[Slides and datasets to accompany coronavirus press conference: 16 April 2020](#)

Page summary

Press conference slides and datasets used by Sir Patrick Vallance.

Change made

First published.

Time updated

5:16pm, 16 April 2020

---

[Foreign Secretary's statement on coronavirus \(COVID-19\): 16 April 2020](#)

Page summary

Foreign Secretary Dominic Raab gave the 16 April 2020 daily press briefing on the government's response to the COVID-19 pandemic.

Change made

First published.

Time updated

7:02pm, 16 April 2020

---

[Readout of G7 leaders' call: 16 April 2020](#)

Page summary

First Secretary of State Dominic Raab represented the UK in a virtual summit of G7 leaders.

Change made

First published.

Time updated

7:12pm, 16 April 2020

---

[Chancellor expands loan scheme for large businesses](#)

Page summary

A government-backed loan scheme for large businesses affected by coronavirus has been expanded to cover all viable firms, the Chancellor announced today.

Change made

First published.

Time updated

10:30pm, 16 April 2020

---

[Unsubscribe from 'Coronavirus \(COVID-19\)'](#)

You're getting this email because you subscribed to daily updates on these topics on GOV.UK.

[View, unsubscribe or change the frequency of your subscriptions](#)

Is this email useful? [Answer some questions to tell us more.](#)

**17.04.2020 Email from WSCC**

**COVID-19 community work support available from County Council**



# news release

PR 14856

For Immediate Release

17 April 2020

## COVID-19 community work support available from County Council

The next round of Community Initiative Funding, which supports West Sussex community groups and organisations, is now open and has been extended to support groups carrying out Coronavirus-related community work.

In addition, more than £26,000 funding, which was underspent in the 2019/20 round of Community Initiative Funding (CIF) for all West Sussex County Council County Local Committees (CLCs), has been transferred to support the work of the County Council's community hub (COVID-19).

The community hub is supporting the most vulnerable residents across West Sussex who have been told by government they must isolate to stay safe. Find out more at [www.westsussex.gov.uk/covid19communityhub](http://www.westsussex.gov.uk/covid19communityhub).

The Community Initiative Fund supports local projects in two ways, depending on their size:

- The Micro Fund is for small-scale projects with a total value of £750 or less and can be applied for through the CLCs
- The West Sussex Crowd is a crowdfunding platform through which the County Council can contribute towards an element of a project or where the total project costs exceed £750

Cabinet Member for Fire and Rescue and Communities, Duncan Crow, said: "I'm pleased to announce the underspend of CIF funding from last year will go directly to help boost the invaluable work being carried out by the community hub. We are targeting help to those identified as being most vulnerable and ensuring they have ample provisions and support while in isolation.

"We also recognise that communities across the county have stepped up in these unprecedented times to help meet the needs of vulnerable people in their local area. As a thank you and to help support them, we are widening the criteria for just the next round of CIF applications for our Micro Fund and the West Sussex Crowd. I would encourage local groups to have a look and see if the funding available would help them in their vital work. By providing a small amount of extra money to groups, we will be able to help them expand and carry out even more help and assistance across the county."

This could include projects directly supporting their communities in the current situation, such as voluntary organisations being able to support those self-isolating and groups providing support to the most vulnerable in West Sussex. The criteria for just the next round of funding will be widened to include applications for revenue spend, for example costs for training, staffing or room bookings.

In addition, Spacehive, which manages the West Sussex Crowd website, has said it is waiving the fee for any projects created on the community crowd funding website during this time.

The deadline to upload a project idea to West Sussex Crowd and apply to CIF for additional funding consideration is Thursday 28 May.

To find out the Micro Fund application deadline for the County Local Committee covering your project location or for any other enquiries, please email [talkwithus@westsussex.gov.uk](mailto:talkwithus@westsussex.gov.uk) or telephone 0330 22 25075. For further information visit the 'Community Initiative Fund' page on the County Council [website](#).

**17.04.2020 Email from SSALC**  
**SSALC Bulletin**



## SUSSEX ALC BULLETIN

[CORONAVIRUS INFORMATION](#)

[OFFICIAL GOVERNMENT GUIDANCE](#)

[LATEST NALC CORONAVIRUS UPDATE](#)

[EAST SUSSEX COUNTY COUNCIL: LATEST INFORMATION](#)

[WEST SUSSEX COUNTY COUNCIL: LATEST INFORMATION](#)

[SURREY COUNTY COUNCIL: LATEST INFORMATION](#)

Dear All

We are now almost at the end of week 4 of restrictions. For those that have had or are experiencing this virus or any other ill health we send you our very best wishes for a good recovery.

We have certainly been faced with an onslaught of legislation and advice. As one Clerk has said 'it is a newly planted minefield' Some feel it is too much information, others may feel there is insufficient guidance on the application of the legislation. The reality is that there is a wide and varying demand for information so it is important we pass on the information we receive including the advice and guidance as it arrives.

**Funding Support to Parish Councils** - You will have seen that NALC are working with MHCLG to include Parish Councils in the proposal to provide funding to local authorities covering unplanned costs incurred during this difficult time. NALC will shortly be asking all Parish Councils to quantify the financial impact of managing their business since 'lockdown'. A response from as many Councils as possible will be more persuasive and will demonstrate the wider impact on local councils (not just the Principal Authorities). For some Councils it will be difficult to 'carry on' and in that case it will mean seeking support from the Principal Authority and raising precepts next year to pay it back!

**Furloughing Staff** - Our HR Advisers have provided some guidance on furloughing (attached). NALC are currently pressing for clarification as it remains unclear as to whether or not Councils can reclaim salaries should they furlough employees.

There is still uncertainty as to whether or not Clerks are 'essential workers'. The Government advice has been that if you cannot work at home then going to the office is acceptable if absolutely necessary. We feel that, wherever possible, clerks should work from home and only go to the office to collect files etc. Councillors should not attend the office.

**Below are a few of the most often asked questions-**

**Communication** -We were delighted with the response to our recent survey –which reflects the various mediums being used (Zoom, Google, Microsoft Team, Go To Meetings, Slack and Skype). There was a mixture of responses telling us about what you are doing and also some requests for clarification. We will share/respond to requests shortly.

A big thank you to those Clerks who have also separately let us know about actions taken by their Councils. Such as the different ways of supporting local groups, circulating leaflets/cards with useful information, setting up partnerships with surrounding villages and organisations with a call centre manned 7 days a week, establishing ongoing 'buddy' relationships between volunteers and residents in need, and publishing national Covid19 information through web links. One Council has produced a very informative video on You tube. We hope to be able to send you these examples shortly. It was also interesting to read how one council has put in place a verification system for all volunteers and those requesting help to protect from fraud and scams.

**Six month rule** -We have been asked about the 6 month rule – disqualification of councillors who do not attend a meeting for 6 months. The advice is clear. It still applies. There is an expectation that Councils will be holding at least one meeting. This may not necessarily be so for smaller councils or councils where its Members are unable to (rather than do not want to) access suitable technology. If any Council does have a problem then contact us and we will try to give some pragmatic advice on a case by case basis!

**Public/Meetings** - The legislation still requires the exercise of the right for the public to 'attend meetings'. The law does not give them a right to speak. The right to and the rules of speaking are included in a Council's Standing Orders. Where public speaking is permitted by your Council (and this may require an amendment to your Standing Orders) guidance says that as long as they can hear the proceedings that will suffice; where someone is asking the question they should, if possible, be seen.

Do Standing Orders need to be amended? What information should be included on the Agenda re rights of speaking/legislation enabling remote meetings? We have not, as yet, received any formal guidance from NALC though we believe it is being considered. Practically it would be worth just adding the 'rights' to your Standing Orders with the same wording on your Agendas. We do not think it is an imperative as you are being legally compliant in any event – however, it is good practice to provide the information particularly citing the legislation under which you are undertaking Council business.

**Grant Funding** -What about giving grants to unincorporated Groups who have been set up to support the local community? Parish Councils are being encouraged to provide that support. The dilemma is that Parish Councils are required to 'protect' the public purse. Unless a Council has the GPC it does not have a power to make grants to individuals. So what about groups of individuals? Mark Mulberry (SSALC Accountant) advises:

*'The issue with unincorporated groups is that there is no regulation, no accountability. Grants given by the local authority should be seen to go through the usual standard process for grant giving and be approved by members' 'The grant also needs to be within the thresholds of S137 etc'.*

If Councils comply with this when giving grants to Groups then this will probably suffice – if, however, the money is given outside the normal practices this could present a problem for the Council later on.

Keep a look out for any emails from Anna passing on 'experiences' of other Councils when we receive them.

*As ever remain safe and well. Remember you can only do your best ...*

The SSALC Team

18<sup>th</sup> April 2020

---

-----

New emergency PD right for NHS coronavirus facilities comes into effect

A new emergency permitted development (PD) right allowing English councils and health service bodies to create new facilities to combat the spread of coronavirus without the need for planning permission has come into effect this morning.

[Read more](#)

---

---

## Risk Management Guidance

The National Cyber Security Centre has issued guidance with regard to risk management whilst Council staff are working from home during these tough times.

[Read more](#)

---

---

## Parish Online Extend Free Trial

Parish Online is now offering an **Extended 3- month Free Trial** so that you can benefit from the system without cost during the coronavirus outbreak.

[Read more](#)

## 17.04.2020 Email from .GOV.UK

Daily update from GOV.UK.

Coronavirus (COVID-19)

[COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable](#)

Page summary

Information for shielding and protecting people defined on medical grounds as extremely vulnerable from COVID-19.

Change made

Updated 'Shielding and protecting people who are clinically extremely vulnerable from COVID-19'.

Time updated

9:15am, 17 April 2020

---

[Guidance for consumers on coronavirus \(COVID-19\) and food](#)

Page summary

Advice for consumers in response to the coronavirus (COVID-19) outbreak in the UK.

Change made

First published.

Time updated

10:55am, 17 April 2020

---



## [Procurement Policy Note 02/20: Supplier relief due to COVID-19](#)

Page summary

This Procurement Policy Note (PPN) sets out information and guidance for public bodies on payment of their suppliers to ensure service continuity during and after the current coronavirus, COVID-19, outbreak.

Change made

FAQs document updated.

Time updated

10:55am, 17 April 2020

---

## [17 more charter flights from India to return thousands of stranded Brits](#)

Page summary

Seventeen more charter flights from India, with a total capacity of around 4000 passengers, will bring back more people in India who have been waiting for flights.

Change made

First published.

Time updated

11:53am, 17 April 2020

---

## [Temporary relaxation of the enforcement of the drivers' hours rules: all sectors carriage of goods by road](#)

Page summary

Temporary relaxation of the EU and GB drivers' hours rules for drivers carrying goods by road.

Change made

Extension of the current relaxations, apart for break derogation in EU rules, until 31 May 2020.

Time updated

12:00pm, 17 April 2020

---

## [Attestation forms for travel to and within France](#)

Page summary

Information for UK nationals about which attestation form to use when travelling to and within France during the coronavirus (COVID-19) decree.

Change made

First published.

Time updated

4:03pm, 17 April 2020

---

[Government takes further action to support bus and lorry drivers who are keeping the country moving](#)

Page summary

Temporary change applies to drivers whose licences are due to expire or have expired since 1 January 2020.

Change made

First published.

Time updated

4:04pm, 17 April 2020

---

[Government to extend testing for coronavirus to more frontline workers](#)

Page summary

Access to testing for those with symptoms of coronavirus (COVID-19) will be extended across England to include additional frontline workers and symptomatic members of their household.

Change made

First published.

Time updated

5:14pm, 17 April 2020

---

[Coronavirus \(COVID-19\) testing: privacy information](#)

Page summary

Privacy notice on COVID-19 virus testing for critical workers and their household members who are self-isolating because they're showing symptoms.

Change made

First published.

Time updated

5:15pm, 17 April 2020

---

[Slides and datasets to accompany coronavirus press conference: 17 April 2020](#)

Page summary

Press conference slides and datasets used by Sir Patrick Vallance.

Change made

First published.

Time updated

5:35pm, 17 April 2020

---

[Coronavirus \(COVID-19\): cancellation of GCSEs, AS and A levels in 2020](#)

Page summary

This guidance aims to answer common questions in relation to the cancellation of GCSEs, AS and A levels due to the coronavirus (COVID-19) outbreak in 2020.

Change made

Updated 'Coronavirus (COVID-19): cancellation of GCSEs, AS and A levels in 2020' including details of Ofqual's consultation on exceptional arrangements for exam grading and assessment.

Time updated

5:35pm, 17 April 2020

---

[Coronavirus \(COVID-19\): financial support for education, early years and children's social care](#)

Page summary

Funding and financial support available for education, childcare and children's social care organisations.

Change made

First published.

Time updated

5:54pm, 17 April 2020

---

[Business Secretary's statement on coronavirus \(COVID-19\): 17 April 2020](#)

Page summary

Business Secretary Alok Sharma gave the 17 April 2020 daily press briefing on the government's response to the COVID-19 pandemic.

Change made

First published.

Time updated

6:09pm, 17 April 2020

---

[Coronavirus Job Retention Scheme: step by step guide for employers](#)

Page summary

This guide explains the information that employers need to provide to claim for their employees' wages.

Change made

First published.

Time updated

7:06pm, 17 April 2020

---

[Coronavirus \(COVID-19\): local death management](#)

Page summary

Statutory guidance for local authorities in England on Schedule 28 to the Coronavirus Act, which provides powers to support local and national death management.

Change made

First published.

Time updated

8:03pm, 17 April 2020

---

[Letter to local authorities to work with faith groups and funeral directors to develop safe, sensitive and innovative ways for funerals to take place](#)

Page summary

Letter to all local authorities in England to work with faith groups and funeral directors to develop safe, sensitive and innovative ways for funerals to take place.

Change made

First published.

Time updated

8:03pm, 17 April 2020

---

[Government sets out plans to ensure bereaved families can attend funerals during pandemic](#)

Page summary

Local Government Minister writes to all councils in England to ensure that family members can attend the funerals of their loved ones and that the wishes of the deceased are respected during this pandemic.

Change made

First published.

Time updated

8:04pm, 17 April 2020

---

[Coronavirus \(COVID-19\): social care guidance](#)

Page summary

Information for the social care sector on responding to the coronavirus pandemic.

Change made

Added 'COVID-19: how to work safely in care homes' guidance.

Time updated

10:40pm, 17 April 2020

---

[National testing coordinator warns against unapproved antibody tests](#)

Page summary

Statement from Professor John Newton, national coordinator of the UK coronavirus (COVID-19) testing programme, warning against the purchase of unapproved antibody testing kits.

Change made

First published.

Time updated

12:15am, 18 April 2020

---

[Unsubscribe from 'Coronavirus \(COVID-19\)'](#)

You're getting this email because you subscribed to daily updates on these topics on GOV.UK.

[View, unsubscribe or change the frequency of your subscriptions](#)

Is this email useful? [Answer some questions to tell us more.](#)

## **17.04.2020 Email from NALC**

### **Chief Executives Bulletin**

#### **Leading the way on virtual meetings**

I wanted to start this week by praising the how I've seen the local (parish and town) council sector embrace virtual/remote meetings, with so many of you holding your first-ever meetings using a range of platforms over the last week – a huge well done. And also to say I'm delighted NALC has been leading from the front using videoconferencing for some time (okay we didn't have rules stopping us!), but we've accelerated this over the last month to meetings of our teams, all staff, Committees, county officers, chairman and vice-chairmen, and more.

Our head of policy and communications, Justin Griggs, hosted this week's county officer meeting via Zoom with around 30 colleagues and NALC staff to stay in touch, provide an update on our work and answer questions, and share information.

NALC's senior management team met the chairman and vice chairman via Zoom on 16 April to discuss our current priorities of business continuity, supporting councils and county associations, and engaging with government, as well as them providing an update on what is happening on the ground in their areas. I was struck by the concluding remarks by our chairman, Cllr Sue Baxter, which I wanted to share: "Thank you to everyone at NALC and our county associations for stepping up and responding to the challenge of new ways of working, and adapting to change so quickly". This applies to our councils too so a huge

thank you from all of us.

### **NALC coronavirus page and mailout**

Updates to our dedicated [coronavirus page](#) this week (and highlighted in two dedicated newsletters) covered Zoom discount, demonstration video of a virtual meeting, guidance on hosting public meetings, a legal briefing note, advice on cybersecurity and playgrounds. Please do continue to make use of this resource and let other local councils know about it too. I want to make a special mention of an update to the [Coronavirus case studies](#), this latest version now includes around 150 brilliant examples of local councils supporting their communities; this will be updated again next week with new examples sent into us.

### **Financial impact survey**

We need your help to gather evidence on the financial impact of the coronavirus on local councils. This information is vital to our representations to the government on the loss of income to local councils during these difficult times, and the need for a tailored financial support package for the sector. Earlier this week we published a short survey which includes questions on precept, staffing and income, so clerk colleagues it would be helpful to have this data to hand when [completing the survey](#). Please help us to help you by taking a few minutes to complete the survey as soon as possible or by 24 April at the latest. NALC's Super Councils Network has already completed a separate survey and does not need to complete this survey. We are also working with county officers on a separate survey on the financial impact on county associations.

### **New legal guidance**

This week we published a [legal briefing](#) which gives guidance on the implications for local councils of the Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020. This includes commentary on the prohibition on holding elections to fill casual vacancies until 6 May 2021.

### **Select Committee calls Robert Jenrick MP to give evidence**

The chairman of the Housing, Communities and Local Government Committee, Clive Betts MP, has written to the secretary of state, Robert Jenrick MP, asking to him to attend and give evidence on the work of his department during the current situation. Sue has written to Clive to welcome and support this move, highlighting the role local councils playing and including the link to the case studies publication, and urging him not to overlook our councils in this session, and offering to brief him and committee further.

### **New local government minister...**

Yesterday it was confirmed that Simon Clarke MP had extended his existing responsibilities for regional growth by taking over as local government minister from Luke Hall MP (who remains a junior minister for rough sleeping and housing). Our chairman, Cllr Sue Baxter, has already written to congratulate him, calling for urgent dialogue with him about the impact of Coronavirus on the local council sector and the need for support including financial assistance.

### **... and new shadow secretary of state**

Last week the new leader of the Labour Party, Keir Starmer MP, named his new [shadow cabinet](#). The shadow secretary of state for communities and local government, Andrew Gwynne MP – who many of you will know from attending and speaking at NALC events and also his interview in [LCR magazine](#) – stood down from the role. He has been replaced by Steve Reed MP, the former leader of Lambeth Council who previously held the shadow ministerial briefs for local government and more recently civil society. We have already been in touch to congratulate him to organise an early briefing, in particular on the impact of Coronavirus on the local council sector.

### **Update on pay negotiations**

A quick update on the trade union response to the National Employers for local government final pay offers for the four negotiating groups for which they have the responsibility: the main local government workforce, local authority Craftworkers, chief executives and chief officers. The main local government workforce has been [offered improved pay increase of 2.75 per cent from 1 April 2020](#), plus an additional one day's leave which would increase the minimum entitlement from 21 to 22 days per year (plus public holidays). This offer would affect over 1 million employees. The unions have responded asking for further consideration, and National Employers will be reviewing the union's response before replying. The circular setting out the employer offers, forwarded yesterday can now be found [here](#).

### **And finally...**

On the [NALC blog](#), colleagues and I reflect on the last month of homeworking and swapping 109 Great Russell Street for our home office.

Jonathan Owen

17.04.2020 Email from HDC

Coronavirus (COVID-19) 17 April: Information and advice

Having trouble viewing this email? [View it as a Web page.](#)



**Now, more than ever**

For simple steps to look after your mental wellbeing  
search **Every Mind Matters**

**STAY HOME ▶ PROTECT THE NHS ▶ SAVE LIVES**

# Coronavirus (COVID-19)

**Information and advice for public and businesses from Horsham District Council**

---

**Timestamp: 17 April 2020**

This is a regular email bulletin that Horsham District Council will be sending out updating you on latest guidance and advice about coronavirus (COVID-19), updates about Council services and actions being taken.



This bulletin has been sent to public email subscribers, Horsham District Council members, Neighbourhood Councils, Parish Council clerks and Horsham District Council staff.

[Visit our website for the latest updates on Council services.](#)

---

## Government guidance

The Government announced yesterday Thursday 16 April that it has extended the UK lockdown period up to at least 7 May 2020.

This means that everyone must continue to adhere to the guidelines set out by the Government to stay at home, other than for essential reasons, and to continue practicing social distancing with anyone outside of your own household, wherever possible.

[Visit the Government's website for more information](#)

---

## Community support

### Council leaflet drop

With some residents unable to access the internet or engage on social media, Horsham District Council, working in conjunction with West Sussex County Council, has committed to provide residents with information straight to their homes.

From 20 April, every household will receive a printed leaflet with information about support available, who is eligible for help and how to access help, including a phone line which will be manned from 8am to 8pm seven days a week, and a dedicated website with links to vital services.

[Visit our website for more information about support for vulnerable and elderly people](#)

---

## Community safety

### Sky lanterns

Please don't release sky lanterns to show your appreciation for NHS workers during the Covid-19 crisis. Continue to show your support for the NHS and other essential workers on Thursday evenings in safe ways – the easiest is to simply stand on your doorsteps and clap.

Following the [National Fire Chiefs Council - NFCC](#) guidelines, we strongly advise against releasing sky lanterns.

Sky lanterns pose huge risks to wildlife and livestock, with many documented cases of animals and birds dying from ingesting debris from lanterns. The lanterns are a source of

littering and are a significant fire hazard that could cause additional strain on already hard-pressed public services at this time.

## Bonfires and BBQs

West Sussex Fire & Rescue Service and West Sussex County Council are urging residents to think twice about bonfires and BBQs and not to burn waste. [Read the full statement here.](#)

It comes as nice weather is predicted and social distancing restrictions remain in place. To avoid injuries or damage to property, residents should follow these simple precautions:

- Don't burn household or garden waste
- Never leave a fire unattended
- Ensure a BBQ is on a flat site, well away from a shed, trees or shrubs
- Keep children, garden games and pets well away from the cooking area
- Keep a bucket of water or sand nearby for emergencies
- Ensure the BBQ is cool before attempting to move it
- If you're using a disposable BBQ ensure it has cooled before putting it in the bin. To avoid starting a fire you should allow it to cool for several hours and then pour copious amounts of water over it to make sure it is out before putting it in the bin.

---

# Business

## Small Business and Retail, Hospitality and Leisure Grant Schemes

We have received over 1,400 applications for the Small Business and Retail, Hospitality and Leisure Grant Schemes in a very short period of time and we are working through these as quickly as we can.

So far 596 businesses have been provided with grant funding, totalling £8,060,000.

The team are prioritising the payment to your nominated accounts and it is likely that applicants will receive payment ahead of any payment advice. Applicants are encouraged to check accounts directly for payment.

If you've received an acknowledgement of your application please don't ring or email to find out where it is because this creates extra work, slowing down how quickly we can issue the grant to you. Thank you for your patience and understanding during these challenging times.

### **Apply for grant funding**

If you are a small business or a business in the retail, hospitality and leisure sectors and are struggling as a result of the crisis, [do apply now for the support available through the Local Authority Business Grant to Businesses Scheme.](#)

---

# Things to do while at home

## Explore our District's history from your home

Discover local history from your own home with Horsham Museum & Art Gallery. The museum doors may be closed for now, but the team's online blog continues to share fascinating stories of our District's history.

This week's post is titled '[Spies of Horsham](#)' and follows the stories of two well-known spied with connections to Horsham.

[Visit the blog to read more posts](#)

## Dan Snow's VE Day Challenge



The Department for Digital, Culture, Media and Sport have teamed up with historian and presenter Dan Snow to find out how YOU would tell the story of VE Day to mark the special 75th anniversary on Friday 8 May.

How would you tell the story of VE Day today? There are lots of ways you could bring the story to life:


- You could write a short news report in the style of today or 75 years ago
- Make a short video that tells the story of VE Day
- Write or perform a poem, song, drawing or other work of art
- Share the story of someone in your family or area who was involved in the War

Post your creative content on social media using the **#VEDay75** hashtag and tagging Dan Snow in [@thehistoryguy](#) on [Twitter](#) and [Instagram](#) and the DCMS using [@DCMS](#) on [Twitter](#) and [@dcmsgovuk](#) on [Instagram](#).

Email your entries to [ve-vjday75@culture.gov.uk](mailto:ve-vjday75@culture.gov.uk) and the department will feature a selection on their website. Just include your first name, age and town.

↳ Dan Snow Retweeted  
 **DCMS**  @DCMS · 2h ✕

If you're looking for creative things to do with the children this weekend, take a look at Dan Snow's challenge to tell the story of #VEDay.

Here's how to get involved 

[#StayHomeSaveLives](#) | [@thehistoryguy](#)



---

## Quick links

[Check the NHS website if you have symptoms](#)

[Full guidance on staying at home and away from others](#)

[Staying at home if you think you have coronavirus \(self-isolating\)](#)

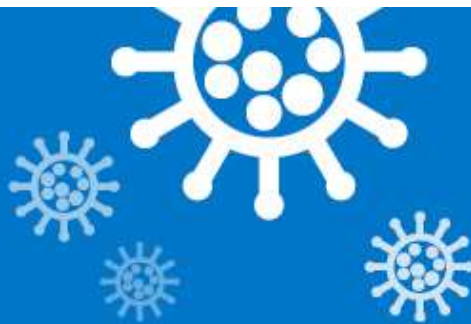
[How to protect extremely vulnerable people \(shielding\)](#)

[Visit the Government's business support website](#)

---

# Coronavirus (COVID-19)

Please read the latest advice  
and updates on our services at  
[www.horsham.gov.uk/coronavirus](http://www.horsham.gov.uk/coronavirus)



[www.horsham.gov.uk/coronavirus](http://www.horsham.gov.uk/coronavirus)



## Stay connected



Parkside, Chart Way, Horsham,  
West Sussex,  
RH12 1RL



Horsham  
District  
Council

### 17.04.2020 Email from NALC

#### Coronavirus — information for parish & town councils

NALC has updated its dedicated webpage on the coronavirus. This includes a demonstration video of a virtual meeting, guidance on hosting public meetings, a legal briefing note, advice on cybersecurity and playgrounds and further updates to our coronavirus case studies publication. See the updates below:

##### **BHIB Councils Insurance**

BHIB Councils Insurance has developed [cybersecurity tips](#) to help keep local councils and their staff to stay secure and keep online data safe. As well as advice on [expectations of local councils regarding playgrounds and outdoor fitness equipment](#).

##### **Coronavirus case studies**

Our [Coronavirus case studies](#) publication highlighting examples of how local councils are supporting their communities has been updated and now includes around 150 case

studies.

#### **Legal briefing**

NALC has published a [legal briefing](#), which gives guidance on the implications for local councils of the Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020. This includes commentary on the prohibition on holding elections to fill casual vacancies until 6 May 2021.

#### **Virtual meeting demonstration**

[Northamptonshire County Association of Local Councils](#) has created a [video](#) to demonstrate what a virtual meeting of (the fictional) Great Pipping Parish Council would look like in Zoom. It is a training video designed to show how a chairman would deal with councillors joining by computer and phone, declarations of interest, public participation and confidential items where members of the public and press are excluded.

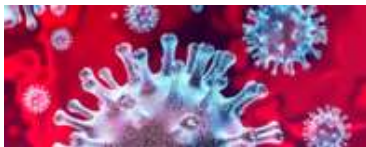
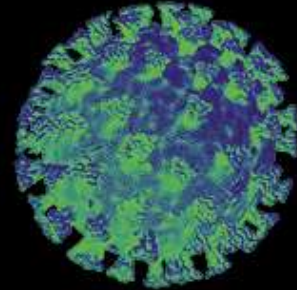
#### **Zoom**

If you do choose to use Zoom, there is a range of free [information and training](#) to help people use the platform which is definitely worth having a look at to help get you started. A recent update on the Zoom blog has been [guidance on hosting public meetings](#) including how to keep uninvited guests out of your meeting.

This information forms part of a NALC's dedicated webpage on the coronavirus. It should not be used as a substitute for government advice, however, there are some practicalities specific to local (parish and town) councils where we hope this information will help you plan ahead and manage your risks. If you would like further advice and support on any of these topics for your local council then please [contact your local county association](#). This is a fast-moving situation and we will be updating the webpage regularly.

[Find out more](#)

# Coronavirus (COVID-19) Update



As we enter a further stage of lockdown we wanted to give a reminder of where you can find the latest information and updates regarding the COVID-19 outbreak.

It is so important that we all continue to stay at home wherever possible and do not meet others, even friends or family. Remember you can spread the virus even if you don't have symptoms.

We should all make sure we:

- Only go outside for food, health reasons or work (but only if you cannot work from home)
- Stay 2 metres (6ft) away from other people at all times
- Wash our hands as soon as we get home

With the majority of us spending prolonged periods of time at home, taking care of your mind as well as your body has never been more important. The [Every Mind Matters website](#) from the NHS has guidance, tips and advice on looking after your mental health and wellbeing at this challenging time.

If you are unsure about the advice then take a look at the government website for guidance on [what you can and cannot do](#). There is also a really helpful blog from Public Health England which is regularly updated to answer many [frequently asked questions](#).

There are steps we can all take to prevent the spread of coronavirus. Please follow the [NHS advice](#) and:

- wash your hands with soap and water often – do this for at least 20 seconds

- always wash your hands when you get home or into work
- use hand sanitiser gel if soap and water are not available
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin straight away and wash your hands afterwards
- try to avoid close contact with people who are unwell

Please also visit our [dedicated webpage](#) where you can find updates on our services and how they are being impacted in light of the current situation, as well as lots of other links to useful sources of information for residents and businesses.

## Latest news



### 'Thank you' to the care workers

People working in care are doing an amazing job at this particularly difficult time and we want to say a huge 'thank you' to each and every person caring for our vulnerable and elderly residents. Now more than ever the care sector needs more people to work in care, so if you feel you have the skills and values to take on this challenging but enormously rewarding role please search for local jobs or contact our Proud to Care team [here](#).

People from all sorts of backgrounds can be perfect for a job in care - [read about Brendan](#) who worked in Hotel Management for 25 years until he changed careers to work in care and hasn't looked back.

### Support and local advice

Could you benefit from emotional support, guidance and a listening ear? If so, Carers Support West Sussex are on hand to help during these uncertain times.



They are available via email, phone or online where they can offer you a friendly and informal chat. You do not need to be in a caring role to benefit from this service.

Phone: 0300 028 8888

Email: [info@carerssupport.org.uk](mailto:info@carerssupport.org.uk)

Website and online chat: [www.carerssupport.org.uk](http://www.carerssupport.org.uk)



Response line opening times: Mon, Tue, Thur & Fri 9am - 5pm, Wed 9am-7pm, Sat 10am-12pm.



### Urgent appeal for specialist equipment

People in West Sussex who are no longer using key items of specialist community equipment are being asked to return them as soon as possible to help the NHS during the coronavirus crisis.

Items urgently needed include; specialist hospital-style beds, mattresses, hoists, commodes.

Any unused equipment currently on loan can be returned if no longer needed.

To arrange a collection please phone NRS Healthcare on 0345 127 2931 or email [enquiries@westsussex.nrs-uk.net](mailto:enquiries@westsussex.nrs-uk.net)

NRS Healthcare runs the county's specialist rehab equipment service on behalf of the council and the local NHS.

All collection drivers will follow strict social distancing measures.



**Need some extra help?**  
Vulnerable residents can get support with our community hub. You can also volunteer to help. [Find out more.](#)



**Make history**  
The West Sussex Record Office is asking residents to document their experience during the coronavirus. [Learn more.](#)



**Waste tips**  
Follow West Sussex Recycles on [Facebook](#), [Twitter](#) and [Instagram](#) for information on collections and tips on reducing waste.



### Read all about it

You can access our eLibrary 24/7 so while you're at home you can still enjoy a good book. [Explore our selection.](#)



### Have your say

Give your views on local issues that affect you by visiting the [Have Your Say Consultation Hub](#).



### Social media

Follow us on [Facebook](#) and [Twitter](#) for the latest coronavirus updates.

Please encourage your friends and family to subscribe to receive these important updates [via our registration page](#).



Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please visit [subscriberhelp.govdelivery.com](http://subscriberhelp.govdelivery.com).

---

**17.04.2020 Email from WSCC Fire & Rescue**

**West Sussex County Council news release: West Sussex Fire & Rescue Service to support ambulance service during COVID-19**



## news release

PR 14859

For Immediate Release

17 April 2020

### West Sussex Fire & Rescue Service to support ambulance service during COVID-19

Staff at West Sussex Fire & Rescue Service are supporting their blue light colleagues in the fight against COVID-19 by providing support to South East Coast Ambulance Service (SECAmb).

Next week, a team of four members of fire service staff will be deployed to provide logistical support.

The team will be collecting personal protective equipment (PPE) and other essential clinical supplies from SECAmb's logistics base near Tunbridge Wells and distributing it to their three ambulance service 'Make Ready' stations in West Sussex - Worthing, Tangmere and Gatwick.

The four members of staff work in the fire service's training team. Due to the current pandemic, their normal way of working has changed and they are able to support ambulance service colleagues. Their support will be on a rota basis without causing disruption to how the team functions.

Chief Fire Officer Sabrina Cohen-Hatton said: "I'm proud that people in our fire service have volunteered to take on additional critical roles during this crisis to support colleagues in SECAmb.

"These are unprecedented times, and we all want to help where and when we can to keep people in our communities as safe as we can."

SECAmb Executive Director of Operations Joe Garcia said: "We already have strong working relationships with our fire service colleagues and I would like to thank West Sussex Fire and Rescue

Service for being able to provide this additional logistical support. It is very much appreciated and will help us boost our distribution capacity across our region.”

Other ways that West Sussex Fire & Rescue Service staff could support SECAMB are being developed.

West Sussex Fire & Rescue Service, which is part of West Sussex County Council, is working alongside colleagues in teams across the county council to support the county-wide response to COVID-19.

**17.04.2020 Email from WSCC**

**West Sussex County Council news release: Former High Sheriff's high praise for West Sussex Record Office and fire service**



## News release

PR 14855

For Immediate Release

16 April 2020

### Former High Sheriff's high praise for West Sussex Record Office and fire service

The West Sussex Record Office and West Sussex Fire & Rescue Service's FireBreak and Safe Drive Stay Alive initiatives have been honoured by the former High Sheriff of West Sussex, Davina Irwin-Clark, for their services to the community.

The two organisations are to be awarded Certificates of Commendation from the High Sheriff to reward 'unsung heroes' who receive little recognition in their day-to-day jobs.

They also highlight the valuable work and effort that these areas do every day for the community and the county.

Earlier in the year, Davina Irwin-Clark had a tour around the Record Office to see for herself the work they do.

Wendy Walker, West Sussex County Archivist, said: "We feel so privileged that the former High Sheriff chose the Record Office to receive one of her awards this year. It was such a pleasure to show

her around so that she could meet all of the staff and see the work that we do to preserve the rich heritage of West Sussex and make it accessible for everyone to see. With more than eight miles of records and documents dating back over 1,200 years there is something in our collections for everyone.

“We work with local communities across the county to help them preserve and engage with their heritage. Staff here take great pride in what they do and this award recognises their commitment and hard work. It is also a testament to all of our volunteers who contribute so much in helping us to open up the archives for people to see.”

Nicki Peddle, West Sussex Fire & Rescue Service’s Head of Prevention, whose teams deliver Safe Drive Stay Alive and FireBreak, said: “It is incredibly humbling to be honoured by the former High Sheriff for the work we carry out with young people in our communities.

“Since 2006, Safe Drive stay Alive has reached more than 112,000 students, giving them valuable insight on how they can be safer when using our roads. We know it has a lasting impact on the students who attend.

“FireBreak is a fantastic opportunity for young people to learn more about our fire and rescue service, while improving skills such as teamwork, discipline and self-confidence, which are all incredibly valuable in day-to-day life.

“It is a real honour for our staff, volunteers and partners who deliver these two valuable programmes to be recognised, and I know the award will have come as a surprise, as to them this is just part of what they do every day to help keep the residents of West Sussex safe.”

This year, the former High Sheriff of West Sussex decided to present 12 awards, nine of them to charities and the three to West Sussex County Council operated services.

Mrs Davina Irwin-Clark, former High Sheriff of West Sussex, said: “I found my visit to the West Sussex Record Office absolutely fascinating and I am delighted to be able to give this encouragement to the work being undertaken there, which is of such significance both locally and internationally.

“I have also been fortunate enough to have attended many FireBreak pass-out ceremonies at various fire stations around the county, and the message I hear loud and clear each time is just how rewarding all of the young people have found the experience. I know that an awful lot of hard work goes into organising these courses, as with the incredibly important Safe Drive Stay Alive course too, and so this is my way of saying a big thank you to all of those working away behind the scenes to bring it all to life.

“The current Covid-19 situation will have had a big impact on both services, but I am confident they will both bounce back strongly and continue their great work when life returns to normal.”

Mrs Davina Irwin-Clark was High Sheriff of West Sussex in 2019/20. She has now been succeeded by Dr. Tim Fooks.

If you want to find out more about the West Sussex Record Office, visit [www.westsussex.gov.uk/recordoffice](http://www.westsussex.gov.uk/recordoffice)

For more information on Safe Drive Stay Alive visit: <https://www.westsussex.gov.uk/fire-emergencies-and-crime/west-sussex-fire-and-rescue-service/safety-advice-for-young-people/safe-drive-stay-alive/> and for FireBreak: <https://www.westsussex.gov.uk/fire-emergencies-and-crime/west-sussex-fire-and-rescue-service/safety-advice-for-young-people/fire-rescue-service-targeted-education/>

### **Notes to editors**

At 1,000 years old, the office of High Sheriff is second only to the Crown in terms of its history, and still retains some of its original authority, as the Sovereign's representative in the county for all matters of Law and Order.

Because being High Sheriff is an entirely honorary position, not receiving even the expenses of their office, they have become recognised as particular champions of the Voluntary Sector.

This year, 12 presentations were made to:

- A Band of Brothers (Crawley),
- Crawley Open House,
- The Daisy Chain Project,
- Ford Forward,
- Jigsaw (South East),
- Lifecentre,
- My Sister's House,
- Streetlight,
- Sussex Prisoners' Families,
- West Sussex Record Office,
- West Sussex Fire & Rescue Service's FireBreak and Safe Drive Stay Alive.

Following the latest Government advice to reduce the transmission of coronavirus (COVID-19), the West Sussex Record Office, 3 Orchard St, Chichester, PO19 1DD is closed until further notice.

### **18.04.2020 Email from .GOV.UK**



Daily update from GOV.UK.

Coronavirus (COVID-19)

[Bangladesh charter flights to return stranded Brits](#)

Page summary

UK announces four charter flights from Bangladesh to take home British travellers.

Change made

First published.

Time updated

10:36am, 18 April 2020

---

[Coronavirus \(COVID-19\): personal protective equipment \(PPE\) hub](#)

Page summary

Guidance about coronavirus (COVID-19) personal protective equipment (PPE).

Change made

Added 'How to work safely in care homes'.

Time updated

12:50pm, 18 April 2020

---

[COVID-19: guidance for health professionals](#)

Page summary

Information on COVID-19, including guidance on the assessment and management of suspected UK cases.

Change made

Added 'How to work safely in care homes'

Time updated

12:51pm, 18 April 2020

---

[Coronavirus \(COVID-19\): guidance](#)

Page summary

Find guidance about coronavirus (COVID-19) for health professionals and other organisations.

Change made

Added 'How to work safely in care homes'.

Time updated

12:56pm, 18 April 2020

---

[Government pledges extra £1.6 billion for councils](#)

Page summary

Councils across England will receive another £1.6 billion in additional funding as they continue to respond to the coronavirus pandemic.

Change made

First published.

Time updated

4:00pm, 18 April 2020

---

[Coronavirus \(COVID-19\): letter from the Secretary of State to the local government workforce](#)

Page summary

The letter thanks the local government workforce for their help during the coronavirus pandemic.

Change made

First published.

Time updated

4:00pm, 18 April 2020

---

[UKG provies extra £50M to tackle Coronavirus in Northern Ireland](#)

Page summary

Additional funding for Northern Ireland announced to tackle Coronavirus pandemic

Change made

First published.

Time updated

4:01pm, 18 April 2020

---

[Communities Secretary Robert Jenrick on COVID-19 response: 18 April 2020](#)

Page summary

The Communities Secretary on the government's response to COVID-19 and additional funding for local government.

Change made

First published.

Time updated

4:39pm, 18 April 2020

---

[Coronavirus \(COVID-19\): guidance for schools and other educational settings](#)

Page summary

Guidance and advice about coronavirus (COVID-19) in educational settings for staff, parents and carers, pupils and students.

Change made

Reorganised information by category.

Time updated

4:45pm, 18 April 2020

---

[Slides and datasets to accompany coronavirus press conference: 18 April 2020](#)

Page summary

Press conference slides and datasets used by Professor Stephen Powis

Change made

First published.



Time updated

4:57pm, 18 April 2020

---

[COVID-19: guidance for stepdown of infection control precautions within hospitals and discharging COVID-19 patients from hospital to home settings](#)

Page summary

Advice on appropriate infection prevention and control (IPC) precautions for stepdown in hospital or discharge to home or residential settings.

Change made

Clarified text and reordered sections.

Time updated

5:17pm, 18 April 2020

---

[Olympics chief brought in to boost PPE production](#)

Page summary

Lord Deighton will lead the national effort to produce essential personal protective equipment for frontline health and social care staff.

Change made

First published.

Time updated

1:00am, 19 April 2020

---

[Unsubscribe from 'Coronavirus \(COVID-19\)'](#)

You're getting this email because you subscribed to daily updates on these topics on GOV.UK.

[View, unsubscribe or change the frequency of your subscriptions](#)

Is this email useful? [Answer some questions to tell us more.](#)

20.04.2020 Email from .GOV.UK

Daily update from GOV.UK.

Coronavirus (COVID-19)

[Coronavirus \(COVID-19\): guidance](#)

Page summary

Find guidance about coronavirus (COVID-19) for health professionals and other organisations.

Change made

Added COVID-19: guidance for managing a funeral during the coronavirus pandemic.

Time updated

12:48pm, 19 April 2020

---

[Guidance updated to support the safe management of funerals](#)

Page summary

Further guidance for those managing or organising funerals during the coronavirus COVID-19 pandemic.

Change made

First published.

Time updated

12:50pm, 19 April 2020

---

[Supporting vulnerable children and young people during the coronavirus outbreak](#)

Page summary

Guidance for education settings and local authorities about children supported through social care, with EHC plans or identified as vulnerable by their school or local authority.

Change made

Clarifications to the existing guidance including the actions to be taken for each group around their attendance or otherwise at an education setting. We have not changed the groups included in the definition of vulnerable children.

Time updated

5:00pm, 19 April 2020

---

[Coronavirus \(COVID-19\): SEND risk assessment guidance](#)

Page summary

Guidance for special schools, specialist colleges, local authorities and any other settings managing children and young people with complex special educational needs and disability (SEND).

Change made

First published.

Time updated

5:02pm, 19 April 2020

---

[Coronavirus \(COVID-19\): guidance for schools and other educational settings](#)

Page summary

Guidance and advice about coronavirus (COVID-19) in educational settings for staff, parents and carers, pupils and students.

Change made

Added 'Coronavirus (COVID-19): SEND risk assessment guidance'.

Time updated

6:40pm, 19 April 2020

---

[What parents and carers need to know about schools and education during the coronavirus outbreak](#)

Page summary

Information for parents and carers about educational provision for critical workers, school closures, exams, free schools meals and home schooling.

Change made

Updated information on support for parents, online resources and vulnerable children.

Time updated

6:47pm, 19 April 2020

---

[Actions for schools during the coronavirus outbreak](#)

Page summary

What schools need to do during the coronavirus (COVID-19) outbreak.

Change made

Updated information on online resources and remote learning, workforce, and vulnerable children.

Time updated

8:31pm, 19 April 2020

---

[Return flights for most vulnerable Britons from New Zealand](#)

Page summary

New Government charter flights will bring home the most vulnerable Britons stranded in New Zealand this week with three flights from Auckland and two from Christchurch.

Change made

First published.

Time updated

9:01pm, 19 April 2020

---

[Unsubscribe from 'Coronavirus \(COVID-19\)'](#)

You're getting this email because you subscribed to daily updates on these topics on GOV.UK.

[View, unsubscribe or change the frequency of your subscriptions](#)

Is this email useful? [Answer some questions to tell us more.](#)

