



## HAPTC Representation

- ◆ Business Link
- ◆ Chilterns Conservation Board
- ◆ Campaign to Protect Rural England
- ◆ District / Borough liaison
- ◆ East of England Association Parish and Town Councils
- ◆ EEDA and EERA liaison
- ◆ Go East liaison
- ◆ Herts Arts
- ◆ Hertfordshire County Council liaison
- ◆ Hertfordshire Constabulary liaison
- ◆ Herts Forward
- ◆ Hertfordshire Police Authority liaison
- ◆ Hertfordshire Rural Forum
- ◆ Herts Resilience
- ◆ Luton Airport Consultative Committee
- ◆ National Association of Local Councils
- ◆ Regional Rural Forum

## Mission Statement

The Hertfordshire Association of Parish and Town Councils exists to protect and promote the interests, rights, functions and privileges of members; to support members in the performance of their duties and to promote and develop social, cultural and recreational life of their areas. HAPTC supports the work of the Council as a body through offering advice and guidance via the Clerk on its behalf. In responding to correspondence from individuals we will generally copy the Clerk as the proper officer of the Council for its information.

*HAPTC promotes a widespread and well-informed interest in local government and provides professional support to its members*

Hertfordshire Association of Parish & Town Councils

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**Office Hours**  
**9 to 12.30**  
**Monday to Friday**



Hertfordshire Association of Parish and Town Councils

## ▶ Benefits of Membership





# Role of HAPTC

**Parish and Town Councils** are the democratic tier closest to the people and can significantly affect the quality of life for their communities. Councils require advice and support to enhance their skills and knowledge to ensure that they are well informed on the latest legislation and best practice.

Legal and procedural advice is available through HAPTC and is free as part of your membership. Member councils have access to NALC qualified legal staff, through the HAPTC office, providing fully indemnified advice.

## Training



HAPTC offers training courses and seminars on a variety of subjects relating to the work of the Council and Clerk. These are presented by experts in their field delivered in venues around Hertfordshire. Details are available on our web site with course fees discounted for member councils.

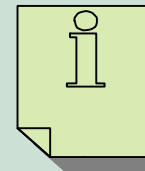
- ◆ **Councillor and Chairmanship**
- ◆ **CiLCA**
- ◆ **Finance for Councils**
- ◆ **Council as an Employer**
- ◆ **Risk Assessments.**
- ◆ **Planning**

## Member Services

HAPTC provides regular information to members:

- ◆ Weekly email bulletin to Clerks and Chairman
- ◆ Monthly HAPTC newsletter
- ◆ Local Council Review (NALC publication)
- ◆ Annual Report
- ◆ Legal topic notes
- ◆ Model documentation
- ◆ Best practice guides
- ◆ Briefings on new legislation
- ◆ Free advertising Clerk's vacancies
- ◆ Quality Parish Council Scheme support and administration

HAPTC provides a password protected access to privileged pages of our web site making information available to members at a time and day convenient to them. We offer an email and telephone helpline to deal promptly with specific member enquiries.



Member services are continually being reviewed in response to member requirements.

## Influence and Representation

The Association has an important role in liaising with District/Borough Councils, Hertfordshire County Council, Hertfordshire Police, CDA for Herts and others as a representative of the parish and town councils in Hert-



fordshire. Executive Committee members and the County Officer attend meetings with strategic partners to ensure that regular contact is main-

tained with good communication links with our member councils. Our members are kept informed of discussions and policies through the bulletins, newsletters and web site.

The views of member councils contribute to our representations made at local, regional and national levels so please keep us informed of your views.

HAPTC supports community groups in establishing new parish councils in areas that are unparished.

## Who runs HAPTC?

Policy and guidance is formulated through the HAPTC Executive Committee comprised of Councillors nominated and elected by member Parish and Town Councils.

The County Officer and Council Development Officer provide the member services on a day to day basis.