

**COUNCILLOR TRAINING**

**1. Councillor Training Requirements**

1.1 Councillor have recently been elected for a 4-year period and the Council is to co-opt Councillors to the two council vacancies. So, now is a good time to review training needs and to consider these alongside the training budget.

**2. Training on Offer**

2.1 Most Councillor training is available through the County Association, in our case, BALC (Buckinghamshire Association of Local Councils) and they offer training courses that are specific for Clerks and Councillors.

**2.2 Training Currently Available:**

| <b>Date</b> | <b>Topic</b>   | <b>Time</b>       | <b>Where</b> | <b>Cost</b> |
|-------------|--|-------------------|--------------|-------------|
| 25 July 23  | Advanced Social Media for Local Councils Across Multiple Platforms                         | 10am – 12 noon    | Online       | £45         |
| 5 Sept 23   | Developing an Action Plan for Town, Parish and Community Councils                          | 1am – 12 noon     | Online       | £45         |
| 7 Sept 23   | Code of Conduct Civility & Respect Seminar   | 10am – 3pm        | Aylesbury    | £70         |
| 12 Sept 23  | Finance for Councillors  | 10am – 1pm        | Aylesbury    | £70         |
| 19 Sept 23  | Risk Management (Health & Safety and Compliance)   | 6.30pm – 8.30pm   | Online       | £50         |
| 20 Sept 23  | Chairing Skills  | 6.30pm – 8.30pm   | Online       | £40         |
| 24 Oct 23   | Budgeting and Financial Management   | 10am – 1pm        | Aylesbury    | £70         |
| 30 Oct 23   | Planning Forum (recurring)   | 10.30am – 12.30pm | Aylesbury    | Free        |
| 16 Nov 23   | Transparency and Publication   | 1pm – 4pm         | Aylesbury    | £70         |
| 28 Nov 23   | Councillor Interests and the Code of Conduct   | 6.30pm – 8.30pm   | Online       | £50         |
| 7 Dec 23    | Audit and Local Councils   | 10am – 1pm        | Aylesbury    | £70         |
| 6 Feb 24    | Promoting Projects to Realise Financial Community Value from Local Council Property/Assets | 6.30pm – 8pm      | Online       | £45         |
| 20 Feb 24   | Planning for Town & Village Centres of the Future  | 6.30pm – 8pm      | Online       | £45         |

2.3 The above courses are open to Clerks as well as Councillors. The Clerk has already booked a place on the Risk Management (Health & Safety and

Compliance) training as the course covers the management of community centres.

**3. Training Budgets**

3.1 Councillor Training Budget 23/24: £750

Monies Spent or Committed: £310

Amount Remaining: £440

3.2 Staff Training Budget 23/24: £1,500

Monies Spent or Committed: £1,020

Amount Remaining: £480