



STOKE CLIMSLAND PARISH COUNCIL

Training and Development Policy

Adopted at the meeting of
Minute refers
Due for review May 2024

Clerk Training Plan
Clerks Professional Development Plan

Provision for personal development at the Clerk's annual appraisal was identified as

Completion and qualification for CiLCA by the end of April 2023

Continued participation in SLCC smaller councils meetings
Continued participation in online training and information sessions provided by Cornwall Council

Both the above do not involve a cost to the council only the clerk's time to attend and they provide useful and interesting information together with presentations and hand outs and provide background
Formal training through Cornwall ALC and SLCC at various costs
A training budget for both clerk and councillors of £500 was identified

Emergency First Aid Course at Kernow Training Solutions Launceston on 17 th April	£60 plus VAT
SLCC Climate Change Summit online on 26 th April	£60 plus VAT

I feel Emergency First Aid is particularly relevant in order to enable my presence at events to provide first aid cover for participants. (I have previously held full first aid qualifications but these have lapsed)

The Council is embarking on several projects in mitigation of the effects of Climate Change and this online summit would be appropriate as a starting point in support of those projects.

I have previously successfully undertaken and have certificates for: Planning training, numerous Equality and Diversity courses, Facilitation, Mentoring and Appeals training. Level 2 CIEH Health and Safety, European Computer Driving Licence, Level 3 Business Planning.

Councillors Training Plan

The first step is to hold an "Awayday" run by an outside facilitator at a cost of £643.56 on the 22nd March 2023.

From this can be determined the individual wants and needs of all councillors and clerk.

Generic training that would be appropriate to all councillors:

Code of conduct training which is mandatory and must be repeated biennially. Due May 2024 FOC (CC video)

Planning training (in 3 parts) as soon as accepted FOC
for those that missed it these are CC Videos and there are also ongoing online planning updates from CC

Climate Change Summit for members of Carbon Net Zero Committee SLCC 26th April £240

The Awayday session should be repeated annually in house as an exercise to identify aspirations, training needs to accomplish these and to refresh the business Plan and MTFS.