

The Warwickshire, Solihull, Birmingham Training Partnership for Parish and Town Councils

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The National Training Strategy
for Town & Parish Councils

PARISH AND TOWN COUNCIL ONE TO ONE BESPOKE TRAINING

The County Training Partnership can offer bespoke whole council training to suit the needs of an individual council. Councils often find this is more beneficial as a greater number of councillors are more willing to attend if the training is provided locally and every councillor hears the same information. There also may be cost savings.

The training offered will make use of the nationally developed training resource programmes for parish and town councils and in particular the Induction Training: "*Being a Good Councillor and Clerk*". This aims to provide essential knowledge for new councillors to help them fulfil their role and will help all Clerks too. Established councillors may benefit from a reminder of the procedures involved in the running of a parish council.

The modules are:

Roles and Responsibilities of Clerks and Councillors –

Employment responsibilities of Councillors, Clerks duties

Powers, Duties and the Precept -

What Councils legally can and cannot do, Budget Preparation

Management of Meetings and Procedure -

Agendas, Minutes, Code of Conduct, efficient running of meetings

The Council and the Community -

Effective partnership working, Building relationships, Planning

We can mix and match to suit the needs of your council and perhaps add topics. (Training on the Code of Conduct is the responsibility of the district authorities' Monitoring Officers and all councillors should attend any sessions offered by their authority.)

Cost of whole council training compared to an open event

Each module takes approx one and half hours to deliver.

The cost of bespoke training is £50.00 per hour plus administrative fee of £20.00 for each event. Council to supply venue and refreshments. Depending on the number of council members there may be savings over attending an open event.

Fees for an open six hour event are £35.00 per delegate for councils with a budgeted income over £25,000, and £30.00 per delegate for councils with a budgeted income under £25,000. And there is *Help with Delegate's Fees* - WALC will subsidise member councils with a budgeted income under £25,000 provided they send 2 or more delegates. For every two delegates who attend, one is free. (This offer does not apply to whole council training).

If your council is interested in making arrangements for whole council training please contact the County Training Partnership and we will discuss your needs.