

TRAINING POLICY

Ruyton XI Towns Parish Council is committed to ensuring its staff and councillors are trained to the highest standard and kept up to date with new legislation to meet their needs.

- Funds are allocated to a training budget each year to enable staff and councillors to attend training and conferences relevant to their office, within the limits of the set budget.
- The Clerk is allowed to undergo training require to keep up to date with the day to day running of the Parish Council and continue to maintain a CPD record in line with NALC requirements, (Continued Professional Development).
- The Council will pay the annual subscription to the Society of Local Council Clerks (SLCC) and Shropshire Association of Local Councils (SALC) to enable the Parish Clerk and councillors to take advantage of their professional training courses and conferences.
- The Clerk will be expected to attend all relevant training days whenever possible.
- Councillors will be expected to attend training events which are relevant to their office where possible.
- New councillors will have an induction meeting with the Clerk and will be provided with an information pack.
- In-house training during an evening will also be considered.
- The Clerk will be encouraged to acquire her CILCA qualification (if not already obtained) and a separate training budget set up for this purpose.
- The Clerk will be required to keep abreast of new legislation etc. via reading HMRC, SLCC & NALC (and the like) up-dates and the monthly Clerk's Magazine. Cascading relevant information to councillors.