



Burston and Shimpling Parish Council

Training Policy

The Parish Council is committed to training its staff and members. It recognises that well trained and informed officers and members promote good practise in its organisation and increase and encourage the activities for community work and enjoyment within its membership. As a voluntary organisation the Council values the time given by its members to their community and this policy is aimed at maximising the rewards from that time by ensuring that its members understand and enjoy the role they undertake in their community.

The Parish Council will ...

- Identify training needs in the light of the overall objectives of the Council and the requirements of the individual.
- Strongly encourage its officers and members to attend training and pay expenses as agreed
- Ensure training offered is undertaken as required by the Institute of the Society of Local Council Clerks
- Ensure that all of its new members receive adequate training as necessary
- Evaluate and assess the impact and effectiveness of all training
- Will keep a record of current reference material concerning all aspects of Local Government
- Remain committed to communicating with and offering support to other local Councils
- Maintain a commitment for its Clerk to be a member of appropriate organisations (for example Norfolk Association of Local Councils, Society of Local Council Clerks)
- Ensure that training and society membership fees are included in the budget
- Ensure that contracts of employment and job descriptions include details of the Council's commitment to training.