

# **BREAGE PARISH COUNCIL**

## **Statement of Intent on Training**

Training is increasingly being seen as vital to the development of parish and town councils' tier of local government, not only for clerks but also for members.

Breage Parish Council does not just use 'Training' as a word that has no real relation to its work. The reality is that it is an integral part of the revised Quality Parish Council Scheme, and needs to be treated with as much weight as any other part of Breage Parish Council's work.

Training is a process to develop the abilities of the individual and to satisfy the current and future needs of the Parish Council.

Breage Parish Council's commitment to training includes all members and staff, and will cover the following key areas as a minimum:

1. Parish Councils, including duties, finance, powers and the role of the councillor, chairman and clerk
2. Local Government structure generally
3. Planning
4. Risk Management, including Health and Safety
5. Cemetery Management
6. The Parish Council as an employer

The needs for training will be identified in the light of the overall objectives of the Parish Council and the requirements of individuals.

Training will become a standing agenda item at our meetings.

An annual training budget is allocated, sufficient to provide all necessary training. There will also be a budget to cover necessary travelling expenses, accommodation, etc.

All training undertaken will be reported back to the Parish Council by those undertaking it.

Any lessons learned will be incorporated into the Parish Council's policies and procedures.

Where training is considered to have failed to meet expectations, the Parish Council will discuss the matter with the training course provider.

Adopted at the meeting of Breage Parish Council on 5 April 2011

..... Chairman  
Cllr John V Keeling MBE