

Caister Parish Council Training Policy

Statement of Intent

The Parish Council will support Clerk and Councillor training and will promote training opportunities in accordance with each individual's personally perceived needs where those needs are agreed by the Council to be pertinent to their role as a councillor.

- All councillors should be encouraged to undertake 'New Councillor' training on first appointment, as a minimum and any Councillors who may have missed training in the past.
- The Clerk and the Assistant Parish Clerk will be offered, and encouraged to attend, all training opportunities deemed by the Council to be pertinent to the role.
- The Council will invite all councillors to review their personal training needs on an ongoing basis and make a formal request for perceived training needs annually.
- Identified training needs are to be actioned as soon as is reasonably possible and provision and completion recorded by the Clerk.
- The Chair and Vice Chair are recommended to undergo Chair training within 12 months.

The Council is to meet all reasonable expenses involved in meeting training requirements.

Date adopted: 2nd October 2023

Chair:

