

CORNELLY COMMUNITY COUNCIL
COUNCILLOR TRAINING PLAN 2023-24

Name	Mandatory	Undertaken	Training Session	Reason	Undertaken
Cllr S Bennett	Code of Conduct		Local Government Finance The Councillor The Council The Council Meeting The Council as an Employer	Recommended for all members Recommended for all members Recommended for all members Recommended for all members Member of HR Committee	
Cllr J Granville	Code of Conduct		New Councillor Induction The Councillor The Council Local Government Finance The Council as an Employer	New Council Member Recommended for all members Recommended for all members Recommended for all members Member of HR Committee	
Cllr R M Granville	Code of Conduct	√	Local Government Finance The Councillor The Council The Council Meeting The Council as an Employer Chairing Skills Financial Awareness	Recommended for all members Recommended for all members Recommended for all members Recommended for all members Member of HR Committee Taken as BCBC Member Taken as BCBC Member	 √ √
Cllr H Kavanagh	Code of Conduct	√	New Councillor Induction The Councillor The Council Local Government Finance The Council Meeting The Council – Module 1	New Council Member Recommended for all members Recommended for all members Recommended for all members Councillor Request Councillor Request	 √ √ √
Cllr D Morgan	Code of Conduct		Local Government Finance The Councillor The Council The Council as an Employer	Recommended for all members Recommended for all members Recommended for all members Member of HR Committee	

			The Council as an Employer Chairing Skills	Member of HR Committee Taken as BCBC Member	√ √
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CORNELLY COMMUNITY COUNCIL

STAFF TRAINING PLAN 2023-24

Name	Mandatory	Undertaken	TRAINING SESSION	Reason	Undertaken
Clerk/RFO (Judy Murphy)			ILCA CILCA	Recommended Recommended to provide enhanced understanding of the roles of Clerk & RFO	√
			Health & Safety Fire Safety	Recommended Recommended	√
Administration Assistant (Mrs D Parker)			First Aid Health & Safety Fire Safety	Recommended Recommended Recommended	√ √
Main Caretaker (Mr N Radcliffe)			First Aid Health & Safety Fire Safety	Recommended Recommended Recommended	√ √
Weekend Caretaker (Mr P Wilks)			First Aid Health & Safety	Recommended	
Temporary Caretaker (Mr T Rees)			Fire Safety	Recommended	√