

# **New Councillor Training**

**Duration: approximately 3 hours**

This popular seminar is targeted at newly elected councillors but anyone in need of a 'refresher' can come along. This will guide new councillors through, but not limited to, the role of councillor, meetings, declaring an interest, code of conduct. There is a quiz at the end of the training to test your knowledge!

Topics will include:

- What is a Parish Council and what can it do?
- The role of the Councillor and Clerk – who does what?
- Law & Procedures, including Section 137
- The Parish Council Year
- Standing Orders
- Parish Council Finance

The training takes approximately 3 hours however candidates can log in and out at their leisure and is priced at £30. Please contact the office or complete the Master Booking Form which can be downloaded from our Training page if you wish to undertake this and we will issue and invoice and upon payment will be enrolled.