

# Training opportunities

07 March 2025

## OVERVIEW

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The internal auditor has recommended that training for councillors and the clerk is a standard item on the meeting agenda.

Councillors need to determine what training is required for council to operate effectively, achieve its aims, objectives and priorities, and ensure it keeps up to date with all new legislation.

The council has a Training and Development Policy which outlines the council's policy, and training and development available to councillors and the Clerk.

## OALC TRAINING 2025

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• Community-led Plans	11/03/25	£50	Zoom
• Preparing for year-end and audit	27/03/25	£50	Online
• OCC County Day	03/04/25	£0	Oxford
• Finance for councillors	30/04/25	£35	Zoom
• Emergency first aid at work	13/05/25	£185	Benson
• Managing employee performance	11/06/25	£35	Zoom
• Roles and responsibilities	24/06/25	£115	Benson
• Talking tables	18/07/25	£55	Wootton
• Essentials of employing people	08/10/25	£35	Zoom
• Councillor fundamentals	09/10/25	£65	Zoom

The OALC website, [oalc.org.uk](http://oalc.org.uk), lists more training options.

## BUDGET

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Training budget for 2024-25	£600.00
Budget used to date	£384.85
Budget allocated to date	£0.00
Budget remaining (28/02/25)	£215.15

## COUNCIL TO CONSIDER

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- To ratify agreement for Clerk and Cllr Hutchings to attend the Community-led Plans Training, total cost £100
- Any training requests from councillors and Clerk