

Training Update April 2021

Date of Course	Course	Attendees
Various dates	365 and virtual meeting training	All councillors and all staff
Ongoing	Allotment Management Level 3	Carl Higgins
14 th April	Excel Training	C Crimmen.
5 th May	Home Working for the modern clerk	T Cunnell
15 th May	Managing Council meetings during COVID19	T Cunnell
19 th & 26 th May	Chairing virtual meetings	J James
11 th &18 th June	Chairmanship course	C Barreto
11 th June	Engaging your community	R Barnett
30 th June	It's all about risk	C Barreto
28 th October	Managing Cemeteries	D Hodgkinson
29 th October	Allotments Tenancy Agreements	C. Higgins
10 th November	Site facilities H&S Allotments	C.Higgins
11 th November	365 teams training	Councillors invited
19 th November	Allotments Self-management by association	C.Higgins
4 th February	Update your agendas	C Crimmen
4 th March	Writing professional minutes	C. Crimmen
17 th March	Memorial Safety and administration	K. Leeder, N. Thompson R Stebbings
23 rd March	FOI training	T Cunnell
24 th March	NACO Civic training	K Leeder