



**SHAVINGTON**  
CUM  
**GRESTY**

**Shavington-cum-Gresty Parish Council**  
Main Rd, Shavington, Crewe, CW2 5DP

## **SHAVINGTON-CUM-GRESTY PARISH COUNCIL STAFF and COUNCILLORS TRAINING LIST**



**SHAVINGTON**  
CUM  
**GRESTY**

**Shavington-cum-Gresty Parish Council**  
Main Rd, Shavington, Crewe, CW2 5DP

## Contents

<b>CLERK/RFO .....</b>	<b>3</b>
<b>COMMUNITY MANAGER .....</b>	<b>5</b>
<b>COUNCILLORS TRAINING .....</b>	<b>6</b>



**SHAVINGTON**  
CUM  
**GRESTY**

**Shavington-cum-Gresty Parish Council**  
Main Rd, Shavington, Crewe, CW2 5DP

## CLERK/RFO

DATE	TRAINING
Oct 2021	Introduction to VAT for Local Council
Oct 2021	Budgeting for Officers – A training module for parish and town councils
Dec 2021	The Role of Internal Audit
Jan 2022	Year-End Account and Audit
Aug 2022	General Power of Competence
Nov 2022	Introduction to Planning
Feb 2023	Managing Elections
Feb 2023	Self-Management for Allotment Associations Training
Feb 2023	ACT Awareness e-Learning
July 2023	Quotes Tenders and Contract Management Training Held
September 2023	Scribefest
3 November 2023	Clerk training Day – Martyn Lay
8 November 2023	Scribe - Understanding Markets
10 November 2023	Cheshire Association of Local Councils - Forecasting & Budgeting
16 November 2023	SLCC - Martyn Law
5 December 2023	Scribe - Assets of Community Value: From a Local Council Perspective
18 January 2024	Scribe - Transforming Your Councils Email Campaigns with Mailchimp
26 January 2024	SLCC – People Management Training
15 February 2024	Scribe - Agendas, Summons & Minutes
29 February 2024	Scribe - A guide to the Appraisal Process training
7 March 2024	SLCC - Leadership skill training
13 March 2024	Scribe - Unlocking the Power of ChatGPT: Practical Applications and Live Examples



**SHAVINGTON**  
CUM  
**GRESTY**

**Shavington-cum-Gresty Parish Council**  
Main Rd, Shavington, Crewe, CW2 5DP

28 March 2024	SLCC - Leadership skill training
10 July 2024	SLCC - Themed Summit - Planning
23 July 2024	Level 1 – Safeguarding Everyone
24 July 2024	Scribe - Neighbourhood Planning in a Modern World



**SHAVINGTON**  
CUM  
**GRESTY**

**Shavington-cum-Gresty Parish Council**  
Main Rd, Shavington, Crewe, CW2 5DP

## COMMUNITY MANAGER

DATE	TRAINING
Feb 2023	ACT Awareness e-Learning
March 2023	First Aid At Work
17 January 2024	Cheshire Tree Conference
31 January 2024	Introduction to applying for Grant Funding
28 February 2024	Introduction to setting up a community group
22 April 2024	Digital Communications
23 July 2024	Improved Greener Community Engagement
25 July 2024	Operation London Bridge



**SHAVINGTON**  
CUM  
**GRESTY**

**Shavington-cum-Gresty Parish Council**  
Main Rd, Shavington, Crewe, CW2 5DP

## **COUNCILLORS TRAINING**

<b>DATE</b>	<b>CLLR</b>	<b>TRAINING</b>
April 2021	Cllr Ferguson	DK Planning - ChALC
Jan 2022	Cllr Wain	David Kaiserman Short Briefing on Planning - ChALC
Jan 2022	Cllr Buchanan	David Kaiserman Short Briefing on Planning - ChALC
Sept 2022	Cllr Buchanan	Essentials of Being a Good Employer - ChALC
June 2023	Cllr S Jones	Induction – ChALC
September 2023	Cllr Cruickshank	Induction – ChALC
December 2023	Cllr Buchanan	Chairmanship training course