

COGGESHALL PARISH COUNCIL - TRAINING MATRIX

UPDATED 17 SEP 2020

	NICK UNSWORTH	JOCHEN CULEMANN	TREVOR PLUMB	MICHAEL HORNE	GEOFF KEIG	IAN HAGGER	TOM WALSH	NATASHA BARNES	JAMES ASTLEY	STEPHANIE SMALLEY	IAIN ROSS	JOHN CLAYDON	MICHAEL STAINES
JOINING DATE													
COURSE NAME													
Allotments													
Budget and Precept		14/07/2016											
Bullying & Harassment													
CCTV Briefing													
Cemeteries EROB		04/05/2017											
Cemeteries Management		03/10/2017											
Chainsaw Training (MARK ONE)													
Chairman's Day 1		18/07/2015											
Chairman's Day 2		26/08/2015											
Chairman's Day 3		09/09/2015											
Chairman's Training - Short Course	04/02/2017												
CIF Briefing									02/03/2020				
CiLCA		00/01/2020											
Councillor Training Day 1								10/11/2018	01/02/2017	26/11/2019			
Councillor Training Day 2				20/06/2017				24/11/2018		03/12/2019			
Data Protection Act		11/09/2017											
Effective People Management													
Election Course													
End of Year A/C and VAT													
Finance													
Finance (In House)			29/10/2018	29/10/2018				29/10/2018					
First Aid Level 2													
Garden Equipment and Maintenance													
GDPR		20/03/2018	20/03/2018	20/03/2018									
Get Grants - Bid Writing									29/01/2020				
Grants and Funding													
Greens Commons and Open Spaces													
HR Employment Briefing													
In house Councillor Training EALC	19/11/2015	19/11/2015	19/11/2015						2019 Kelvedon				
Law & Procedures		12/09/2017								25/11/2019			
Local Democracy Procedures													
Local Service Fund		02/10/2018											
Lone working / Performance appraisal													
Memorial Management													
Planning Briefing - Short Course	10/03/2018	06/05/2017		10/03/2018	10/03/2018		29/09/2018						
Playground Inspection													
Playground Inspection (exam)													
Power of Competance		22/05/2018											
Risk Assessment Level 2													
Role of a Councillor - Short Course		11/02/2017											
Social Media		10/10/2017											
Standing Orders													
Unauthorised Encampment													
Village Halls													
Managing Stress (online)													
Covid-19 Village Hall Risk Assessment (Webinar)													
New Councillor Webinar										17/06/2020			
Introduction to Local Plan (BDC)	04/06/2019												
Introduction to Council Services (BDC)	14/05/2019						14/05/2019						
Role of Councillor & Code of Conduct (BDC)	09/05/2019						09/05/2019						