**Business Case: Parish Clerk’s Training Course**

1. **SUBJECT**

This Business Case seeks approval for the Clerk to attend the Society of Local Council Clerks National Conference.

2. **RECOMMENDATION**

The recommendation is that the Clerk attends the Conference.

3. **JUSTIFICATION**

The Society of Local Council Clerks recommends that Clerks improve their knowledge on the law and workings of the Council through attendance at SLCC Branch meetings, Regional Seminars and Conferences. These conferences enable the Clerk to go forward in their education, bring forth innovative and practical actions shared from the learning opportunity and the networking sessions to the Council. A Council needs to expand the knowledge of its Clerk as its professional advisor.

The Council is far from an inactive Council and therefore the Clerk and the Parish would benefit from attendance at SLCC Branch meetings, Regional Seminars and Conferences.

The SLCC National Conference in October 2019 has several beneficial sessions.

A session solely to enable the Clerk to return to its Council with an improvement plan to make a difference straight away.

It will be covering Climate change and how the Council can take practical steps to combat it.

A Specialist Advisor session for the Clerk to put relevant legal, planning and employment questions specific to their Council and uncover coming constitutional changes with a leading political commentator.

4. **ALTERNATIVES**

If future training needs are not met this will decrease the functionality of the Council within the Parish and create a vacuum that could mean the Council could find itself increase working unlawfully in the future.

5. **COST INFORMATION**

The anticipated cost for the full Conference is expected to be in the order of £375.00 + VAT.

A Day Delegate cost is £130.00 + VAT per day. If the Council has a precept of less than £75,000 there is a discounted day rate of £80.00 + VAT for SLCC members and £115.00 for non SLCC Members.

6. **COUNCILS ENDORSEMENT**

\*\*\* We believe that the Clerk’s attendance is imperative to the efficient running of the Council and its growth. We also believe that the recommendation made be approved

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\*\*\* We believe that the clerk should not attend the Conference for the following

Reason………………………………………………………………………………………………………………..

(\*\*\* Delete as necessary)

Signed Councillor ………………………… Signed Councillor………………………... Date………………