

Great Yeldham Parish Council Training Record

This document is constantly being updated. (Last Update June 2022)

Clerk: Record of Training, Activities and Achievements

NAME	ROLE	Training, Course, Activity	PROVIDER	DATE COMPLETED	CPD Points
Tracy Wigmore	Parish Clerk	Policy paper Overall government support for the cost of living: factsheet	Gov.UK	26/05/22	
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the Reading Room Management Committee	Reading Room	01/04/22	2
Tracy Wigmore	Parish Clerk	ICCM (Institute of Cemetery and Crematorium Management) – Reading 4 editions 'The Journal'	ICCM	01/04/22	2
Tracy Wigmore	Parish Clerk	Membership of SLCC – Reading all six editions of 'The Clerk'	SLCC	31/05/22	3
Tracy Wigmore	Parish Clerk	Application to National Lottery - Awards for All: Platinum Jubilee Celebration – The Big Jubilee Lunch	Lottery	23/03/22	3
Tracy Wigmore	Parish Clerk	Facilitate setting up a 'Men's Shed in the Village. On going	Essex Shed Network	Commenced 23/02/22	1.5
Tracy Wigmore	Parish Clerk	Reading 'Wordpress' manual to develop knowledge and skills in building new Parish Council website	Netwise	01/05/21	4
Tracy Wigmore	Parish Clerk	Membership of SLCC – Reading all six editions of 'The Clerk'	SLCC	31/05/21	3
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the 1 st Yeldham Scout Group	Scouts Association	1 st April 2021	2

Tracy Wigmore	Parish Clerk	ICCM (Institute of Cemetery and Crematorium Management) – Reading 4 editions ‘The Journal’	ICCM	01/04/21	2
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the Reading Room Management Committee	Reading Room	1 st April 2021	2
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the 1 st Yeldham Scout Group	Scouts Association	1 st April 2020	2
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the Reading Room Management Committee	Reading Room	1 st April 2020	2
Tracy Wigmore	Parish Clerk	ICCM (Institute of Cemetery and Crematorium Management) – Reading 4 editions ‘The Journal’	ICCM	01/04/20	2
Tracy Wigmore	Parish Clerk	Membership of SLCC – Reading all six editions of ‘The Clerk’	SLCC	31/05/20	3
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the 1 st Yeldham Scout Group	Scouts Association	1 st April 2019	2
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the Reading Room Management Committee	Reading Room	1 st April 2019	2
Tracy Wigmore	Parish Clerk	ICCM (Institute of Cemetery and Crematorium Management) – Reading 4 editions ‘The Journal’	ICCM	01/04/19	2
Tracy Wigmore	Parish Clerk	Membership of SLCC – Reading all six editions of ‘The Clerk’	SLCC	31/05/19	3
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the 1 st Yeldham Scout Group	Scouts Association	1 st April 2018	2
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the Reading Room Management Committee	Reading Room	1 st April 2018	2
Tracy Wigmore	Parish Clerk	Membership of SLCC – Reading all six editions of ‘The Clerk’	SLCC	31/05/18	3
Tracy Wigmore	Parish Clerk	ICCM (Institute of Cemetery and Crematorium Management) – Reading 4 editions ‘The Journal’	ICCM	01/04/18	2

Tracy Wigmore	Parish Clerk	Appointed Treasurer for the Reading Room Management Committee	Reading Room	1 st April 2017	2
Tracy Wigmore	Parish Clerk	Village Halls	EALC	24 th September 2019	2.5
Tracy Wigmore	Parish Clerk	Membership of SLCC – Read issues of ‘The Clerk	SLCC	On-going	
Tracy Wigmore	Parish Clerk	Webinar - 2017/18 External Auditor Update for Smaller Authorities	PKF Littlejohn LLP	23 rd January 2018	1
Tracy Wigmore	Parish Clerk	Application to Awards for All: Community Defibrillators	Lottery	18 th January 2018	3
Tracy Wigmore	Parish Clerk	Understanding Planning Workshop 2	LCPAS	24 th November 2017	2
Tracy Wigmore	Parish Clerk	Understanding Planning Workshop 1	LCPAS	16 th November 2017	2
Tracy Wigmore	Parish Clerk	Data Protection	EALC	7 th November 2017	2
Tracy Wigmore	Parish Clerk	Appointed Treasurer for the Reading Room Management Committee	Reading Room	1 st April 2017	2
Tracy Wigmore	Parish Clerk	Garden of Remembrance Workshop	EALC/ICCM	15 th September 2016	2
Tracy Wigmore	Parish Clerk	Elections Day	EALC	13 th November 2014	2
Tracy Wigmore	Parish Clerk	New Financial Regulations Briefing	EALC	11 th November 2014	2
Tracy Wigmore	Parish Clerk	Quality Council Scheme	EALC	23 rd October 2014	2
Tracy Wigmore	Parish Clerk	CiLCA (Certificate in Local Council Administration)	EALC	24 th July 2015	20
Tracy Wigmore	Parish Clerk	LGPS Workshop	EALC	15 th July 2014	2
Tracy Wigmore	Parish Clerk	Allotments Day	EALC	24 th May 2014	4
Tracy Wigmore	Parish Clerk	Social Media	EALC	12 th May 2014	2
Tracy Wigmore	Parish Clerk	Emergency Planning	EALC	16 th January 2014	2
Tracy Wigmore	Parish Clerk	Greens, Commons and Open Spaces	EALC	14 th November 2013	2
Tracy Wigmore	Parish Clerk	Council Finances	EALC	19 th November 2013	2
Tracy Wigmore	Parish Clerk	Budget & Precept Course	EALC	17 th September 2013	2
Tracy Wigmore	Parish Clerk	Cemeteries Course	EALC	12 th June 2013	4

Record of Councillor Training

NAME	ROLE	COURSE TITLE	PROVIDER	DATE COMPLETED	CPD Points
Gary Theobald	Councillor	Planning Briefing	EALC	13/10/21	
Georgina Burr	Councillor	Dementia Friends Session	EALC	21/09/21	
Phil King	Councillor	Dementia Friends Session	EALC	03/06/21	
Glenda Wood	Councillor	Cemetery Management & Compliance Course	EALC	05-06/05/21	
Gary Theobald	Councillor	Councillor Training Day 2	EALC	29/04/21	
Gary Theobald	Councillor	Councillor Training Day 1	EALC	22/04/21	
Phil King	Councillor	Planning Briefing	EALC	09/02/21	
Phil King	Councillor	Learning Disability Awareness	EALC	23/03/21	
Glenda Wood	Councillor	Learning Disability Awareness	EALC	23/03/21	
Philip Rawlinson	Councillor	Learning Disability Awareness	EALC	23/03/21	
Phil King	Councillor	Councillor Training Day 2	EALC	18/11/20	
Phil King	Councillor	Councillor Training Day 1	EALC	10/11/20	
Phil King	Councillor	New Councillor Webinar	EALC	20/06/20	
Pip Cornwell	Handyman	Management of Memorials	EALC	9th September 2019	2.5
Lewis Mundy-Gill	Councillor	Routine Playground Inspection	EALC	20 th June 2019	
Marlene Broomfield Philip Rawlinson Colin Brooker Rachel Buckenham Lewis Mundy-Gill Steve McNally Pat Slimming	Parish Clerk & Councillors	Understanding Planning Workshop 2	LCPAS	24th November 2017	1
Lewis Mundy-Gill	Councillor	Councillor Training Day 2	EALC	22 nd November 2017 (TBA)	
Marlene Broomfield Philip Rawlinson	Parish Clerk & Councillors	Understanding Planning Workshop 1	LCPAS	16 th November 2017 (TBA)	1

Colin Brooker Rachel Buckenham Anne Burrows Lewis Mundy-Gill Steve McNally Pat Slimming					
Marlene Broomfield	Councillor (Chairman)	Cemetery Compliance	EALC/ICCM	3 rd October 2017 (TBA)	
Anne Burrows	Councillor	Cemetery Compliance	EALC/ICCM	3 rd October 2017 (TBA)	
Philip Rawlinson	Councillor (Vice Chairman)	Neighbourhood Planning	RCCE	12 th August 2017	
Lewis Mundy-Gill	Councillor	Councillor Training Day 1	EALC	11 th July 2017	
Marlene Broomfield	Councillor (Chairman)	Police Conference	EALC	7 th July 2017	
Marlene Broomfield Anne Burrows	Councillor (Chairman) Councillor	Exclusive Right of Burials and Cemetery Customer Care	EALC	4 th May 2017	
Lewis Mundy-Gill	Councillor	Panning Briefing	EALC	25 th March 2017	
Marlene Broomfield	Councillor (Chairman)	Risk Assessment Course	EALC	3 rd December 2015	
Marlene Broomfield	Councillor (Chairman)	Playground Inspection Course	EALC	5 th October 2015	
Anne Burrows	Councillor	Councillor Training Day 2	EALC	6 th October 2015	
Anne Burrows	Councillor	Councillor Training Day 1	EALC	11 th June 2014	
Marlene Broomfield	Councillor (Chairman)	Chairman's Day 3	EALC	6 th March 2014	
Marlene Broomfield	Councillor (Chairman)	Emergency Planning	EALC	16 th January 2014	
Marlene Broomfield	Councillor (Chairman)	Risk Assessment Course	EALC	7 th November 2012	