

2021 Training and Events Calendar

Date	Day	Course Title	Half/ Whole Day	Location	Tutor	Price
<p>Online Bookings</p> <p>You can now book all of our courses via our booking website – www.bookwhen.com/capalc Available 24/7 – 365 – Allowing members a faster and more streamlined process for booking your training needs</p> <p>All Finance Courses</p> <p>Can be booked direct with our agents at Parkinson Partnership via their online website – www.bookwhen.com/parkinson Please ensure that you confirm your ALC as Cambridgeshire and Peterborough</p>						
14 th & 21 st January	Thursday	New Clerks: The Knowledge (2 day course) – available for all clerks new in post and those who would like a refresher	Whole 0930 til 1530		Diane Bayliss	£250 members £500 non- members
16 th January	Saturday	Councillor Training – available for all councillors new in post and those who would like a refresher	Whole 0930 til 1500		Libby White	£75 members £150 non- members
9 th February	Tuesday	Understanding Annual Meetings –	2 Sessions Available 1000 & 1900 Duration – 1.5 Hours		10am – Diane Bayliss 7pm – Libby	£30 members £60 non-

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11 th & 18 th February	Thursday's <i>2 evenings</i>	Councillor Training – available for all councillors new in post and those who would like a refresher	Half 1830 til 2100		Diane Bayliss	£75 members £150 non-members
24 th February	Wednesday	Finance for Councillors – available for all councillors	90min session		Steve Parkinson	£30 members £60 non-members
9 th March	Tuesday	Understanding Elections and the Clerk's Role –	2 Sessions Available 1000 & 1900 Duration – 1.5 Hours		10am – Diane Bayliss 7pm – Libby White	£30 members £60 non-members
27 th March	Saturday	Councillor Training – available for all councillors new in post and those who would like a refresher	Whole 0930 til 1500		Libby White	£75 members £150 non-members
15 th April	Thursday	CiLCA Spring Course - available for all clerks, RFO's, deputy clerks and councillors who have been in post for at least 1 year - Day 1 of 4	0915 til 1300		Diane Bayliss	£400 members £800 non-members
20 th & 21 st April	Tuesday and Wednesday	Cemetery Management and Compliance – available for all members of council staff and council	0915 til 1230		ICCM	£120 members £240 non members

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13 th May	Thursday	CiLCA Spring Course - available for all clerks, RFO's, deputy clerks and councillors who have been in post for at least 1 year - Day 2 of 4	0915 til 1300		Diane Bayliss	£400 members £800 non-members
15 th & 22 nd May	Saturday	New Clerks: The Knowledge (2 day course) – available for all clerks new in post and those who would like a refresher	Whole 0930 til 1530		Diane Bayliss	£250 members £500 non-members
25 th May	Tuesday	Chairmanship – available for all chairmen new in post and those who would like a refresher	1830 til 2100			£50 members £100 non-members
12 th June	Saturday	Councillor Training – available for all councillors new in post and those who would like a refresher	0930 til 1500	Via Zoom		£75 members £150 non-members
15 th & 22 nd June	Tuesday <i>2 evenings</i>	Councillor Training – available for all councillors new in post and those who would like a refresher	Half 1830 til 2100		Diane Bayliss	£75 members £150 non-members
17 th June	Thursday	CiLCA Spring Course - available for all clerks, RFO's, deputy clerks and councillors who have been in post for at least 1 year - Day 3 of 4	0915 til 1300		Diane Bayliss	£400 members £800 non-members

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1 st July	Thursday	Chairmanship – available for all chairmen new in post and those who would like a refresher	1830 til 2100			£50 members £100 non-members
10 th July	Saturday	Councillor Training – available for all councillors new in post and those who would like a refresher	0930 til 1530	Via Zoom		£75 members £150 non-members
15 th July	Thursday	CiLCA Spring Course - available for all clerks, RFO's, deputy clerks and councillors who have been in post for at least 1 year - Day 4 of 4	0915 til 1300		Diane Bayliss	£400 members £800 non-members
14 th & 21 st September	Tuesday	New Clerks: The Knowledge (2 day course) – available for all clerks new in post and those who would like a refresher	Whole 0930 til 1530		Diane Bayliss	£250 members £500 non-members
16 th September	Thursday	CiLCA Autumn Course - available for all clerks, RFO's, deputy clerks and councillors who have been in post for at least 1 year - Day 1 of 4	0915 til 1300		Diane Bayliss	£400 members £800 non-members
21 st October	Thursday	CiLCA Autumn Course - available for all clerks, RFO's, deputy clerks and councillors who have been in post for at least 1 year - Day 2 of 4	0915 til 1300		Diane Bayliss	£400 members £800 non-members

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18 th November	Thursday	CiLCA Autumn Course - available for all clerks, RFO's, deputy clerks and councillors who have been in post for at least 1 year - Day 3 of 4	0915 til 1300		Diane Bayliss	£400 members £800 non-members
9 th December	Thursday	CiLCA Autumn Course - available for all clerks, RFO's, deputy clerks and councillors who have been in post for at least 1 year - Day 4 of 4	0915 til 1300		Diane Bayliss	£400 members £800 non-members

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