

Councillor Training Opportunities

The following course are currently being advertised by the Oxfordshire Association of Local Councils. Please click the link for further details.

ESSENTIALS OF EMPLOYING PEOPLE

The session run by Chris Moses, OALC Employment Consultant, is aimed at Councillors and Clerks who want to avoid the numerous legal and practical pitfalls associated with being an Employer. It will provide an overview of the essentials of getting it right when employing a Clerk or other members of staff. The course starts with recruitment and interviews, moves to induction and the lega...

Date	Location	Price per Delegate
Wednesday 8th of October 2025	Online (Zoom)	Member Council: £35.00 + VAT Non-Member Council: £70.00 + VAT


[More Info / Book](#)

<https://www.oalc.org.uk/event-detail/00000000261>

COUNCILLOR FUNDAMENTALS - ONLINE

An on line training evening session using Zoom over two hours duration run by Kim Bedford, experienced trainer. In this session we will set the scene of local government;- Roles and responsibilities concerning the five main components of the council - Council, Councillor, Chairman, Clerk and Responsible Finance Officer (RFO) The importance of the law in meetings with an ...

Date	Location	Price per Delegate
Thursday 9th of October 2025	Online (Zoom)	Member Council: £65.00 + VAT Non-Member Council: £130.00 + VAT


[More Info / Book](#)

<https://www.oalc.org.uk/event-detail/00000000262>

ROLES AND RESPONSIBILITIES

Parish and town councils play a vital role in representing the interests of the communities they serve and improving the quality of life for local people. This one-day course, aimed at newly elected councillors and also suitable for new clerks, will outline the roles and responsibilities of clerks and councillors so that they can work together effectively. It will also provide an introductio...

Date	Location	Price per Delegate
Tuesday 2nd of December 2025	Benson Parish Hall, Sunnyside, Benson, OX10 6LZ	Member Council: £115.00 + VAT Non-Member Council: £230.00 + VAT

[More Info / Book](#)

<https://www.oalc.org.uk/event-detail/00000000265>

COUNCILLOR FUNDAMENTALS - ONLINE

An online training evening session run by Kim Bedford, experienced trainer. In this session we will set the scene of local government;- Roles and responsibilities concerning the five main components of the council - Council, Councillor, Chairman, Clerk and Responsible Finance Officer (RFO) The importance of the law in meetings with an effective agenda and accurate minute...

Date

Wednesday 7th of January 2026

Location

Online (Zoom)

Price per Delegate

Member Council: £65.00 + VAT

Non-Member Council: £130.00 + VAT



[More Info / Book](#)

<https://www.oalc.org.uk/event-detail/00000000266>

LEADING YOUR COUNCIL

This new course with experienced trainer and parish councillor, Alison Sercombe, will cover skills and techniques for leading your council. This course is aimed at Chairs, Vice-Chairs, Mayors, and Deputy Mayors, as well as those who aspire to be a Chair, and any councillors or clerks who are interested in learning coaching and facilitation skills with a focus on parish and town councils. Th...

Date

Saturday 17th of January 2026

Location

Benson Parish Hall, Sunnyside,
Benson, OX10 6LZ

Price per Delegate

Member Council: £65.00 + VAT

Non-Member Council: £130.00 + VAT



[More Info / Book](#)

<https://www.oalc.org.uk/event-detail/00000000267>

The following training opportunities are available via Breakthrough Communications online.

Councillors training: Social media skills for parish and town councillors

It has never been more important for councillors to understand social media. In the session we will go through the confusing world of social media communications. It is designed for both social media users and those new to it. During the session you will learn where to focus your time and effort. We will point out the pitfalls. Consider difficult situations. Most importantly we will help you as a councillor to get the most from social media

22 September @ 6pm

Dealing with difficult people and conversations in our local councils

Handling professional relationships within local councils is critical. However, it can be tough dealing with challenging people and situations. In this session, we discuss practical techniques for managing difficult conversations and situations.

31 July @ 9.30am

16 September @ 10am

Councillors training: chairing council and public meetings effectively

The effective chairing of meetings is a good skill for a councillor to have. This session is for councillors that have been recently elected. It is also aimed at those wanting a refresher. During the session we will consider how to effectively prepare for meetings. How to get the most out of the meetings you chair and dealing with tricky situations.

18 August @ 6pm

Emotional Intelligence and Resilience in Practice for Clerks, Officers and Councillors

This a practical workshop to help you thrive in your council role. We provide council officers and councillors with an understanding of where our behaviour comes from, we consider what resilience means in the context of our council roles and how to build emotional intelligence. We'll explore council-focused scenarios and how best to respond to each of them.

6 August @ 1pm