



The National Training Strategy
for Town & Parish Councils



Certificate in Local
Council Administration
PG 2013

This is to certify that

Diane Jacob

has been awarded a

Pass

in the above qualification

17th January 2014

Kathryn Richmond
CHIEF VERIFIER
CERTIFICATE IN LOCAL COUNCIL ADMINISTRATION

GOSFIELD PARISH COUNCIL

Training Record for Parish Clerk					
Course Name	Training Body	Address	Attended	Date	CPD Points
Modern Slavery and Human trafficking	e-learning	Online	Diane Jacob	26th July 2026	1
Vulnerable customers	e-learning	Online	Diane Jacob	26th July 2026	1
Anti-money Laundering & Terrorist Financing	e-learning	Online	Diane Jacob	26th July 2026	1
Physical Security	e-learning	Online	Diane Jacob	24th July 2026	1
Info security and Data Protection	e-learning	Online	Diane Jacob	24th July 2026	1
Members Code of Conduct	Braintree District Council	Online	Diane Jacob	6th July 2026	1
Reading newsletters etc	Self Directed Learning	Home/Office	Diane Jacob	Annually	6
New project/Completing funding for new activity for Wickham St Pauls, Gosfield and Ridgewell Parish Councils, helping with Gosfield Neighbourhood Plan	Professional Activity	Home/Office	Diane Jacob	Ongoing	6
Clerks Refresher	EALC	42B High Street Great Dunmow	Diane Jacob	5th November 2024	2.5
Members' Code of Conduct refresher for Parishes	Colchester Borough Council	Village Hall	Diane Jacob	18th May 2022 at 7.30pm	1
Essex Pension Fund	Essex County Council	County Hall Chelmsford	Diane Jacob	17th November 2017 10.00am-12.00pm	1
Data Protection Regulations Briefing	EALC	42B High Street Great Dunmow	Diane Jacob	9th November 2017 10.00am-1.00pm	2.5
Members' Code of Conduct refresher for Parishes	Colchester Borough Council	Chappel & Wakes Colne Village Hall	Diane Jacob	14th March 2017 7.30pm	1
Transparency Briefing	EALC	42B High Street Great Dunmow	Diane Jacob	19th January 2016 9.30am	2.5
Election Day	EALC	Foakes Hall, Great Dunmow CN	Diane Jacob	13/11/2014 9.30 am (all day)	2.5

Members' Code of Conduct refresher for Parishes	Colchester Borough Council	Chappel & Wakes Colne Village Hall	Diane Jacob	18th May 2022 at 7.30pm	1
Website Training	Colchester Borough Council	Room G3, Rowan House, Sheepen	Diane Jacob	06/10/2014 10.00am (all day)	1
Pension Workshop	EALC	Foakes Hall, Great Dunmow	Diane Jacob	13/03/2014 9.30am (all day)	1
Law & Procedures	EALC	Foakes Hall, Great Dunmow	Diane Jacob	23/10/2013 9.30am (all day)	2.5
Raise the Profile	EALC	Foakes Hall, Great Dunmow	Diane Jacob	06/02/2013 9.30am (all day)	2.5
Certificate in Local Administration (CILCA)	EALC	Foakes Hall, Great Dunmow	Diane Jacob	January 2014	20
Minutes & Agenda	EALC	Foakes Hall, Great Dunmow	Diane Jacob	21/06/2012 9.30am (all day)	2.5
Budget & Precept	EALC	Foakes Hall, Great Dunmow	Diane Jacob	09/10/2012 9.30am (all day)	2.5