PC104 2627e) SLCC Clerks Manual

Clerks Manual

Published by the Society of Local Council Clerks (SLCC), The Clerks' Manual 2026 has been fully updated to reflect current legislation and best practice, providing practical guidance on the wide range of responsibilities undertaken by local council clerks.

Covering governance, finance, meetings, employment, administration, records management and much more, this comprehensive resource is designed to be the first point of reference for both new and experienced clerks. Written in a clear and accessible style, it offers trusted advice to support the day-to-day operation of local councils and help officers navigate complex procedures with confidence.

With the local government landscape continuing to evolve, this latest edition includes updates reflecting recent changes and developments affecting local councils.

This essential guide brings together practical information and guidance to support clerks in their day-to-day roles, and is an invaluable resource for both experienced clerks and those new to the profession.

