

CLERK TO HATCH BEAUCHAMP PARISH COUNCIL



We are a small council, meeting six times a year. The role involves part-time admin work, preparation of agendas and minutes and clerking of meetings. 5 hours pw, some evenings. Book-keeping knowledge and experience of local authority procedures an advantage.

Salary 7-12 of NJC scale

(currently £10.16 to £11.22 per hour – i.e. £19,554 - £21,589 full time equivalents).

Please reply with your c/v and qualifications to
David Graham, Chair, Hatch Beauchamp Parish Council at
graham202@gmail.com or by letter to the Old Rectory, Village Road, TA3 6SG

If you would like further information before applying please contact the

Chair on 01823 480088