

Parish Clerk & Responsible Finance Officer – Gulworthy Parish Council

Gulworthy Parish Council is seeking an enthusiastic, self-motivated and community focused individual for the role of Clerk & Responsible Financial Officer. This is a rewarding opportunity for someone with good administrative, IT skills and financial acumen. There is also a burial ground to manage. Training can be provided if required.

The Parish Council consists of 7 friendly Councillors and has an annual precept of £7,422.

Location: home-based with attendance at monthly meetings in Gulworthy village hall excluding August.

Hours: 6 hours per week plus extra when cemetery work

Salary: LC1 point 13-17 (£15.06 to £16.08 per hour) dependent upon experience.

To apply please send your current CV and a covering letter to
clerk@gulworthyparishcouncil.gov.uk

Closing date for applications: Midnight on Sunday 19th October 2025

For more information, email the Clerk to the Council or visit the website:
www.gulworthyparishcouncil.gov.uk