



UPTON MAGNA PARISH COUNCIL

Parish Clerk Required

We have a vacancy for a Clerk/Responsible Financial Officer to Upton
Magna Parish Council

Available now

The salary will be based on the current 5 hours per week including attendance at Parish Council Meetings held on the second Thursday of every month except August, and at other ad-hoc special meetings as arranged throughout the year. Mileage and work from home allowance to be agreed with the successful individual.

Candidates should be computer literate, have internet access, and need a good working knowledge of local government, and must be CiLCA qualified.

Applications (CV and covering letter stating experience) to be submitted by
30th December 2025 to both:

Chairman: Gareth Thomas: gazthomas2011@yahoo.co.uk
Acting Clerk: Karen Smith-Wells: clerkuptonmagna@btinternet.com