

Blakeney Parish Council
Staff Structure

Blakeney Parish Council employs a small staffing team to support the effective delivery of council services and facilities for the community.

Organisational Structure

BLAKENEY PARISH COUNCIL	
Parish Clerk & RFO 37 hours per week SCP 29–32 + qualifying increments	
Seasonal Car Park Attendant	Seasonal Car Park Attendant

Parish Clerk

The Parish Clerk is the Council’s Proper Officer and Responsible Financial Officer (RFO)

Salary Scale

The Clerk’s salary is based on:

- SCP 29–32
- plus one additional salary point
- plus up to four additional salary points for relevant professional qualifications

Recognised Professional Qualifications

- Certificate in Local Council Administration (CiLCA)
- Certificate of Higher Education in Community Engagement and Governance – Level 1
- Certificate of Higher Education in Community Engagement and Governance
- Diploma in Community Engagement and Governance
- BA (Hons) Degree in Community Engagement and Governance

Seasonal Car Park Attendants

The Council employs two seasonal car park attendants to assist with:

- operation of the council car park
- customer support
- monitoring and maintenance
- public information and reporting issues

(These posts operate during the seasonal period as determined by the Council.)