

Clerk's Weekly Workload - approx.

		Total Hours 65
20 Hrs	Extraordinary Council Business {FOI's, Internal Arguments Resolution, Code of Conduct issues, Disruption of Meetings, Unhelpful communications by Cllrs with External bodies resolution}	45 Hrs
2 Hrs	SPC Neighbourhood Plan	43 Hrs
7 Hrs	Parish Council Actions, Projects & Developments	36 Hrs
4 Hrs	Community Centre / Staff Management	32 Hrs
7 Hrs	RFO Duties	25 Hrs
25 Hrs	General Clerking Duties	0 Hours

Personal Development - 0 Hours