

PARISH COUNCIL CLERK

Parish Council Clerk My name is Malcolm Walker and I have been a Parish Council Clerk since 2004 and attained the CiLCA qualification, issued by the University of Gloucestershire, with Distinction in November 2006 followed by the Power of Well-Being element in July 2010 and in 2012 the new element for the General Power of Competence which gives Parish Council's more scope than ever before I am currently Clerk to Three Parish Councils located in the Wormside & Golden Valley South Wards My role as Clerk & R.F.O. (Responsible Financial Officer) is to advise the Council on related legal and procedural matters, prepare the agenda and minutes of meetings, to undertake any action required on behalf of the Parish Council as well as managing the finances on a day to day basis and preparing the accounts for annual audit. I can be contacted by

email at **Kentchurchparishclerk@btinternet.com**