

Comberbach Parish Council - Cheshire West and Chester

Vacancy for Responsible Financial Officer

Comberbach Parish Council is seeking to appoint a Responsible Financial Officer to support the Council alongside the Parish Clerk. The role focuses on ensuring effective management of the financial affairs of the Council but also includes deputising for the Clerk if necessary.

This is a part time role – 150 hours per year, largely home based with a requirement to attend Parish Council and Finance Committee meetings.

Salary will be in the range SCP10 £26835 to SCP15 £29093 pro rata dependent on qualifications and experience.

- Preference will be given to applicants who have Bookkeeping experience
- Familiarity with SCRIBE would be advantageous

More details are available on the Comberbach Parish Council website:

www.comberbach.gov.uk

Please contact Denise at clerk@comberbach-pc.gov.uk if you have any questions

Closing date is 3rd July 2026