

# Sunningdale Parish Council Staff Heirarchy Diagram - April 2021

Clerk  
Legal and Proper Officer  
Responsible Financial Officer

37 Hours per week - temporary cover whilst recruiting Deputy Clerk.  
Reduce to 30 hours a week after 3 months of Dep Clerk in role.

Deputy Clerk -  
Role Vacant

30 Hours per week

Assistant to the  
Clerk

26 Hours per week

Park Keeper

14 Hours per week

Village Hall  
Operations  
Manager

15 Hours per week

Village Hall  
Marketing  
Manager

8 Hours per week

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Contract Services

Grounds Maintenance of the  
Recreation Ground and  
Cemetery

72 Man days per year

Routine Maintenance and Facility  
Management of the Council Assets

52 Man days per year

Accountancy Service for  
Village Hall Charity

14 man days per year

Grounds Maintenance of the grass and  
beds Chobham and London Rd

12 Man days per year

Grounds  
Maintenance of Holy  
Trinity Graveyard

36 Man days per year

Health and Safety Inspection of Play  
and Sports Equipment at the  
Recreation Ground

16 Man days per year