



DIDCOT TOWN COUNCIL Planning and Allotments Officer

**Salary Scale £22,129 - £24,920
Full time opportunity 37hrs a week
(Job share considered)**

Didcot is a rapidly growing and fast developing town situated in South Oxfordshire with a population of almost 30,000.

The Council is seeking an energetic, pro-active and organised person. The role involves compiling lists of planning applications, submitting responses, producing notes or minutes to support the Planning Committee. Attendance at Wednesday evening meetings, every three weeks is essential.

You will also manage the Council's five allotments, including site visits, renewals of tenancies and meetings with site representatives.

Experience is not essential as full training will be given.

An interest in serving the town as part of the Council team, will make the position enjoyable.

The closing date for the receipt of applications is **5th August 2022**.

An application form and further details can be obtained from Didcot Town Council, Britwell Road, Didcot, Oxfordshire OX11 7HN, telephone 01235 812637 or email council@didcot.gov.uk, or via the website at www.didcot.gov.uk

Completed applications may be emailed to Lucy Blake, Planning and Environment Officer - lblake@didcot.gov.uk

Didcot Town Council is committed to Equality of Opportunity and actively welcomes applications from all sections of the community.