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Post Code

Our ref:

Your ref:

Date

Democratic Services

Contact: Officer Name

Direct dial: 01954 713030

Direct email: [officer.name@scambs.gov.uk](mailto:officer.name@scambs.gov.uk)

Dear Name

### **Application as a Parish Council Member of the Standards Committee**

Thank you for your interest in the Parish Council member vacancy on our Standards Committee. Please find enclosed:

- Overview and Job Description
- Person Specification
- Application Form and optional Recruitment Monitoring Form
- Description of Appointments Process
- SCDC Code of Conduct

Further information about the Standards Committee, including links to minutes and agendas, is available on Standards Committee website, [www.scambs.gov.uk/standards](http://www.scambs.gov.uk/standards). Further details about Standards Committees and ethical standards in local government can be found on the Standards Board for England website, [www.standardsboard.co.uk](http://www.standardsboard.co.uk).

The deadline for applications is **Friday 6 June 2008** and it is expected that interviews will be conducted during the weeks commencing Monday 16 June 2008 or Monday 23 June 2008.

Yours sincerely

**Officer Name**

Democratic Services Officer