

ICKLESHAM PARISH COUNCIL

Co-option November 2020 Information for Prospective Co-optees

Eligibility

The first thing to establish is whether you are eligible to serve as a Parish Councillor.

Subject to the rules on disqualification (*see below*), candidates are qualified to be co-opted if they are a British, qualifying Commonwealth, Irish or European Union citizen and on the relevant day (the day of the co-option) they are 18 or over. In addition, they must meet at least **one** of the following criteria:

- (a) on the relevant day and thereafter they continue to be on the electoral register for the Icklesham Parish;
- (b) during the whole of the 12 months before that day they have owned or tenanted land or premises in the Icklesham Parish;
- (c) during the whole of the 12 months before that day their principal or only place of work has been in the Icklesham Parish;
- (d) during the whole of the 12 months before that day they have resided in the Icklesham Parish or within 3 miles of it.

Disqualification

You are disqualified from serving as a Parish Councillor if (summarised):

- (a) You are employed by the Parish Council or a company owned by it;
- (b) You are subject to a bankruptcy restriction order;
- (c) Within the 5 years before the date of co-option, have been convicted of any offence and been sentenced to not less than 3 months' imprisonment (whether suspended or not);
- (d) You are disqualified under any enactment relating to corrupt or illegal practices.

Timetable

Monday 9 th November	Vacancy is advertised
Monday 7 th December 10am	Deadline for applications
Monday 11 th January 2021	Council meeting including an item to fill the vacancy.

Procedure

- Step 1** Confirm that you are eligible to serve as a Parish Councillor (*see above*). If you are uncertain please contact the Parish Clerk.
- Step 2 (optional)** Familiarise yourself with what the role of a Town/Parish Councillor entails by consulting *The Good Councillor's Guide*.
<http://www.nalc.gov.uk/library/publications/801-good-councillors-guide/file>
- Step 3** (*By Monday 7th December*) Complete and return the application form.
- Step 4** Attend the Council Meeting arranged for Monday 11th January 2021

Note: If you are unable to attend the Council Meeting to fill the vacancy your application will still be considered.

At the meeting you will be invited to speak for up to 3 minutes. (You do not have to do this if you would prefer not to.)

You should be prepared to answer questions put by Councillors.

Assuming there is more than one candidate voting will take place in public – and is likely to be conducted by signed ballot. The candidate with the least number of votes

after each round of voting will be struck off, until one candidate remains with an absolute majority – i.e. more votes than the combined total of the candidates remaining.

The successful candidate will be invited to sign a Declaration of Acceptance of Office before the Clerk – and then to join the remainder of the meeting.

General Notes

- a) At any time during the voting to fill the vacancy the Chairman of the meeting may use a casting vote to break a deadlock. If s/he is unwilling to do this the situation shall be determined by the toss of a coin, conducted by the Clerk.
- b) In the event of there being just one candidate the Council is not obliged to co-opt that individual.
- c) The successful candidate will hold office until the next full Parish Council Election (May 2023)
- d) Any queries should be directed to the Parish Clerk, Claire Dyer.

PO Box 395, Hastings, East Sussex TN34 9JU

07714169901

www.ickleshampc.org.uk

ickleshampc@hotmail.co.uk