



## **Co-option of Councillors onto the Parish Council**

The Parish Council can have up to 13 Cllrs. If there are 14 nominations in an election year (last in May 2019), there would be an election. After that, if there are under 13 Cllrs. a vacancy can be filled by the PC co-opting at the Annual Meeting of the Parish Council in May, and can continue to co-opt into the vacancies that arise during the election without public notices being posted. For subsequent vacancies (those seats that were declared as filled at the election but later vacated) the PC needs to inform the Returning Officer and post public notices.

Candidates for co-option will be considered by the Parish Council at its next available meeting. If there are more applicants than vacancies, appointment will be made by a vote by secret ballot which is administered by the Parish Clerk during the meeting. Applicants will be invited to attend that meeting and to join it immediately once they are appointed.

### **Eligibility to stand as a Councillor**

In order to qualify to be elected or co-opted and to be a councillor a candidate must be a British, Commonwealth or EU citizen, and must be 18 years of age or older. In addition, candidates must meet at least one of the following criteria:

- be registered as a local government elector for the parish where they are standing as a candidate, or
- have occupied as owner or tenant land or other premises in the parish where they are standing as a candidate, during the whole of the 12 months preceding the day of the nomination and the day of -co-option / election, or
- his/her principal or only place of work has been in the parish where they are standing as a candidate, during those 12 months, or
- have resided in the parish where they are standing as a candidate, or within 3 miles of it.

Certain people are disqualified from standing, including paid officers of the Parish Council, bankrupts and those subject to recent sentences of imprisonment. It is the candidate's responsibility to ensure they are qualified to stand. If in doubt, they should contact the Electoral Commission or take their own legal advice.

### **Applying to a Co-opted to Timsbury Parish Council**

Please read the background and activities of the Parish Council on the website: <http://www.timsbury.org.uk/parishcouncil/>. You may wish to have a conversation with the Clerk before applying - 0345 307 3634.

Please apply in writing by the published closing date for Parish Council Agenda, ideally by email to the Parish Clerk: [timsbury.parish.clerk@gmail.com](mailto:timsbury.parish.clerk@gmail.com) or in writing to the address: 11 Rectory Lane, Timsbury, Bath BA2 OLB.

Please answer the following in your application, which does not need to be comprehensive:

- Can you confirm how that you are eligible to apply – see above.
- Please give a brief outline about your involvement in Timsbury.
- Why you are interested in applying to be co-opted as a Parish Councillor, either in general or for a specific interest.