



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire, HP22 6DU

Overview of application for co-option

If you wish to apply to be a co-opted councillor within the Wendover Parish Council then please read the eligibility criteria below, fill out the application form confirming your intention to stand for co-option.

Once you have clarified your eligibility send back the application form for it to be considered at the next Parish Council meeting. You would need to be available to attend the Council meeting but you will be noticed of times and dates in advance.

At the Parish Council meeting where your application will be considered, you will have the opportunity to speak for no more than 3 minutes in support of your co-option application (no audio-visual aids permitted). You may be asked some general questions by Councillors. The questions are not to try and 'catch you out' – they are intended purely to find out a bit more about you and what, for example, you think is important to residents of the Parish. Note that there may be other candidates present as well as any members of public who can attend the meeting that evening.

The Council normally takes the decision on whether to co-opt someone in Confidential Session (so any candidates would be asked to leave along with any members of public) with all applicants being notified the following day usually by email.

As far as the time and commitment needed, all Councillors are expected to attend the monthly meeting of the Parish Council (held on the first Tuesday of each month) and to have read all the relevant papers prior to the meeting. On top of this, there is an expectation by Councillors that you would also (though perhaps not straight away) join one or more of the Council's Committees, which usually meet in the evening though with occasional exceptions.

The Committees are as follows;

Planning - meets twice a month

Amenities - meets once a month

Finance - meets quarterly

Staffing - meets twice a year

The Council also has 'Task and Finish' Working Groups that you may want to volunteer for but there is no obligation for you to do so. These deal with the more 'project based' things the Council is involved in. If you have any questions please do not hesitate to contact the Clerk's Office.

Tel: 01296 623056

clerk@wendover-pc.gov.uk; Estates@wendover-pc.gov.uk



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Eligibility

To be eligible to become a co-option councillor you;

- **Must be** at least 18 years old
- **Must be** a British citizen, an eligible Commonwealth citizen or a citizen of any other member state of the European Union

Meet at least one of the following four qualifications:

- **Must have** occupied as an owner or tenant any land or other premises in the parish/community area at the time of standing.
- **Must have** your main or only place of work in the parish/community area at the time of standing
- **Must have** lived in the parish/community area or within three miles of it during the time of standing
- **Must not be** a declared bankrupt; and **must not** have had a criminal conviction within the last five years which involved a custodial sentence of three months or more.

To find out more information about eligibility and what the rules are please use this website to help
<https://www.electoralcommission.org.uk/guidance-candidates-parish-council-elections-england>

You may also find our website helpful:

<https://www.wendover-pc.gov.uk/vacancies>

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Application for Co-option

Please read the notes on your eligibility prior to completing this form to become a Parish Councillor for Wendover Parish Council (WPC). The details on this form will be considered by the Parish Council. Any personal details will be redacted but the information on this form will form a part of the Parish Council pack which is publicly available on our website.

Personal Details

Full Name (as it would appear on the electoral register):

How would you like to be known:

Address (inc postcode):

Tel. no

(home):

(mobile):

Email:

Application Details

Please explain why you would like to be co-opted as a Councillor for WPC in a maximum of 150 words.

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Please provide a brief description of any skills, training and experience you may have which would be useful to the Council

Please let us know about your community involvement within this parish, elsewhere or any voluntary work undertaken.

Declaration and signature

I have read the notes on eligibility and can confirm that I am eligible for co-option as a Parish Councillor at Wendover Parish Council

DATE:

Tel: 01296 623056

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