

Aust Parish Council

*Serving the communities of Aust,
Elberton and Littleton-upon-Severn*

Clerk/RFO: Emma Pattullo
(01454) 837271
clerk@austparishcouncil.gov.uk

CO-OPTION INFORMATION PACK

The enclosed papers give a brief introduction to the role of a Parish Councillor. For more information, please contact the Clerk (details above) or speak to one of the existing Councillors – details on the website:

<https://austparishcouncil.gov.uk/people/>

If you wish to apply for a vacant seat, please complete and return both the Eligibility and Contact Details forms to the Clerk. Scanned copies via email are acceptable, or electronic versions can be supplied if you wish.

Aust Parish Council
Co-option Applications

Information supplied will be kept confidential, but may be circulated to all Councillors.

Anyone who wishes to be considered for co-option to Aust Parish Council must give their name, address and contact details (preferably an email address) to the Clerk before the advertised application deadline. Applicants must also complete the Eligibility form below. Please ask the Clerk if you need a paper copy to be sent to you.

Contact details for the Clerk are:

Emma Pattullo
Clerk, Aust Parish Council
Meadowside, New Road, Rangeworthy, Bristol BS37 7QH
clerk@austparishcouncil.gov.uk
(01454) 837271

It would also be helpful to know at this stage if you have any additional access needs.

All candidates will be invited to attend the meeting at which the co-option will take place, and will have chance during the meeting to explain why they think they would make a good Councillor. They will also have the opportunity to ask any questions they may have.

If you wish to apply but cannot attend the meeting, or would like to make your case in writing prior to the meeting, you are welcome to send a personal statement to the Clerk. This will be circulated to Councillors. Please note it is not essential to send a written statement, but it would be helpful if you are not able to be at the meeting.

The following attributes are an indication of the type of person who would make a good Parish Councillor. It is not an exhaustive list, but shows the sort of things which Councillors may consider when deciding which candidate is most suitable.

Personal Attributes	
Sound knowledge and understanding of local affairs and the local community.	<i>Essential</i>
Can bring a useful skill, expertise or key local knowledge to the Council	<i>Desirable</i>
Lives in a location which would maintain the balance of Councillors across the parish	<i>Desirable</i>
Experience, Skills, Knowledge and Ability	
Solid interest in local matters	<i>Essential</i>
Ability and willingness to represent the Council and their community	<i>Essential</i>
Ability to listen constructively and contribute opinions at meetings whilst being willing to see other views and accept majority decisions	<i>Essential</i>
Experience of working with another public body, not for profit organisation, voluntary and/or community group	<i>Desirable</i>
Basic knowledge of legal issues relating to town and parish councils or local authorities (<i>training is available</i>)	<i>Desirable</i>
Experience in using IT including e-mail & the internet	<i>Desirable</i>

You may want to consider these questions:

1. What experience can you bring to Aust Parish Council? For example; previous local government experience, work in the voluntary or charitable sector, business or similar.
2. What skills can you bring to the Council? For example; professional qualifications, financial expertise.
3. Why are you interested in becoming a Parish Councillor?

Eligibility

In order to be eligible for co-option as a Parish Councillor, you must satisfy certain criteria.

To be eligible, you must be able to answer YES to both the following questions:

a) Are you a British subject, citizen of the Commonwealth or citizen of the European Union?

YES/NO

b) On the 'relevant date' (i.e., the day of the co-option meeting) are you 18 years of age or over? YES/NO

To be eligible, you must be able to answer YES to at least one of the following:

a) I am registered as a local government elector for the Parish of Aust YES/NO

b) I have, during the whole of the twelve months preceding the date of my co-option, occupied as owner or tenant, land or other premises in the Parish of Aust YES/NO

c) My principal or only place of work has, during the whole twelve months preceding my co-option, been in the Parish of Aust YES/NO

d) I have during the whole of twelve months preceding my co-option lived in the Parish of Aust or within 3 miles of it. YES/NO

Under Section 80 of the Local Government Act 1972 a person is disqualified from being elected as a Local Councillor if specific criteria are not met. You must be able to answer NO to the following:

a) Are you an employee of Aust Parish Council? YES/NO

b) Are you the subject of a bankruptcy restrictions order or interim order? YES/NO

c) Have you within the last five years been convicted of an offence in the UK, Channel Islands or Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine; YES/NO

d) Are you disqualified by order of a court from being a member of a local authority? YES/NO

Use of Personal Information

The Clerk to the Council will use the information provided on this form to assess your eligibility to be a parish councillor. The form will be destroyed once eligibility has been confirmed by the Clerk.

Declaration of Status

I,hereby confirm that I am eligible for the vacancy of Aust Parish Councillor, and the information given on this form is a true and accurate record.

Signed:

Print: Date: