



1 HALL SQUARE, BOROUGHBRIDGE, NORTH YORKSHIRE. YO51 9AN

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COUNCILLOR VACANCY

(Minskip Ward)

The above vacancy can now be filled by co-option

**Application forms, together with information on the co-option process,
can be obtained from the Town Clerk at the address shown above**

**Details of the vacancy are also available on Boroughbridge Community
Website – www.boroughbridge.org.uk**

The closing date for applications is Friday 6 June 2008

**Harry Nellis
Clerk to the Council 13 May 2008**

Procedure for the Co-option of Councillors

- The procedure should be completed within 60 days of vacancy
- Notices will be posted on each available public notice board
- In addition to the statutory notice, an invitation for the electorate to apply will be published in the local press
- Any interested parties will be asked to declare their interest in writing, together with a copy of their CV (if available) to the Clerk of the Council and will be asked to complete an appropriate application form
- A selection criteria process will then be followed
- On completion of the application form and criteria process, informal interviews will follow, to enable the applicant to be given information concerning the responsibilities attached to the position and to ask relevant questions. They will then be asked if they still wish their application to be considered
- All Councillors will be asked to take part in the formal interviews and will be given 21 days notice of the interviews, with a minimum of five being required to attend. All interviews will be chaired by the current Mayor or his/her Deputy
- At the time of interview, applicants will be told that the interviewing panel's recommendations will first need to be ratified at the next meeting of the full Council before they can be informed of the outcome of their interview
- The successful candidate must receive an **absolute** majority of votes **from those councillors present at the interview**; no vote can be accepted from any Councillor not present at the interviews
- The interviewing panel will then present its recommendations to the full Council for ratification
- Following ratification by the full Council, the chosen candidate will be informed of the decision within 24 hours and as soon as the position has been accepted all other candidates to get regret letters

PARISH COUNCIL QUALIFICATIONS FOR CANDIDATURE

To qualify as a candidate a person must be 21 years of age and a Commonwealth citizen, citizen of the Republic of Ireland or a citizen of another Member State of the European Community and either

- a) be registered as a local government elector within the Parish; or
- b) have occupied as owner or tenant any land or other premises during the previous twelve months with the Parish; or
- c) his/her principal or only place of work during the previous twelve months has been in the area of the Parish; or
- d) have resided within the Parish or within 3 miles thereof during the previous twelve months.

(The 'previous twelve months' means the whole of the twelve months preceding the day on which he/she is nominated as a candidate).

There are certain disqualifications for election and holding office as a member of a local authority. They are contained in Section 80 of the Local Government Act 1972 as amended by the Local Government Act 1985. The main disqualifications are as shown below.

- a) holding a paid office under the local authority;
- b) bankruptcy;
- c) having been sentenced to a term of imprisonment (whether suspended or not) of not less than three months without the option of a fine, during the five years preceding the election;
- d) being disqualified under any enactment relating to corrupt or illegal practices.