



BOROUGHBRIDGE TOWN COUNCIL

Co-option Application Form

Full name:

Home address including postcode:

Telephone number:

Mobile telephone number:

Email:

Please answer the yes/no questions carefully as they set out the legal qualifications for being a parish councilor

QUALIFICATIONS

Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country? Yes/No

Are you 18 or over? Yes/No

You only need one of the following four qualifications but please say Yes to all that apply:

Are you on the electoral register for the parish? Yes/No

Have you lived either in the parish, or within three miles of its boundary, for at least a year?

Yes/No

Have you been the owner or tenant of land in the parish for at least a year?

Yes/No

Have you had your only or main place of work in the parish for at least a year?

Yes/No

DISQUALIFICATIONS

Are you the subject of a bankruptcy restrictions order or interim order?

Yes/No

Have you within the last five years been convicted of an offence in the UK, the Channel Islands or the 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

Are you disqualified by order of a court from being a member of a local authority?

Yes/No

WHAT YOU CAN BRING TO THE TOWN COUNCIL - SKILLS AUDIT

Please tick the boxes below relevant to your knowledge

1 Specific to Boroughbridge Town Council

- Knowledge of the Parish Council's work in general
- Knowledge of the Parish Council's work specifically
- Knowledge of the role of North Yorkshire Council and statutory agencies such as the Environment Agency
- Knowledge of national policy concerning the Council's work

2 General to a Town Council

- Knowledge of the local area
- Experience of other voluntary organisations (as committee, staff or volunteer)
- Partnership Working
- Community Development

3 Management/Organisation

- 4 Do you have anything you wish to contribute to the Town Council not mentioned above either in terms of experience, knowledge or skills? (for example skills or qualifications you have through your employment)**

Please tell us your reasons for wishing to become a councillor.

What is your perception of the role of a councillor at Boroughbridge Town Council?

Are there any factors, other than exceptional circumstances, that might prevent you from regularly attending the monthly Council/Committee Meetings (e.g. working in the evenings?)

Are there any local issues that you are particularly interested in that you believe could be of benefit to the community?

What are your hobbies/interests?

Lastly are there any questions you would like to ask us?

Town Council meetings take place on the first Tuesday evening of each month. Committee meetings are provisionally set out at the beginning of each year. Other meetings that may be deemed necessary such as extra ordinary meeting will normally be held after in the evening.

As a councillor you are legally **summoned** to attend meetings. Attendance is not optional, and there needs to be a good reason for not attending. Apologies for absence have to be submitted to the Clerk prior to the meeting, for approval by Council/Committee at the meeting.

There is an expectation that all new councillors will undertake relevant training when available

You will be required to sign up to our **Code of Conduct**, which lays out the principles and behaviors you are required to adhere to. This is a rewarding role as a public figure in the community. Therefore, those standing to become a councillor need to be mindful that electors do publicly scrutinise the work and decisions of the council.

The level of **commitment** required for the role varies and is dependent on how involved you are. As a minimum to read the background papers, correspondence and attend meetings, around three hours per week would be required.

As a councillor representing your community you will help keep it an attractive place to live, work and visit. You should be comfortable working electronically, have a positive outlook and a can-do attitude and be able to work as part of a team.

Signed:

Date:

Please return to the Parish Clerk by email (info@boroughbridge.org.uk) or post:
Boroughbridge Town Council. 1 Hall Square, Boroughbridge. YO51 9AN.