

Guidance for applicants for co-option to Arnside Parish Council

The Council resolved to adopt this process for co-option at the Parish Council meeting on the 11th August 2014.

Applicants are asked to send a letter of application to the Deputy Clerk which will be followed up by an informal interview attended by as many current members as possible but at least 3.

The following criteria will be used when considering applications

- Positive attitude
- Desire to represent all the people of Arnside
- Willingness to actively contribute and to work as part of a team
- Good communication skills
- Any other skills, experience and knowledge that will benefit the Council

In accordance with guidance, appointments will be made by a vote at a public meeting in which the absolute majority must vote in favour. The Council may co-opt any one that is qualified to be a councillor but is not obliged to co-opt anyone they consider unsuitable.

Please check the Further Information below to check that you are qualified to apply to be a councillor in Arnside and to help you to understand the role of Councillor.

Send you application stating why you would like to join the Council and what skills and experience you think you would bring to the position, bearing in mind the criteria above to

Anne-Marie Cade
Deputy Clerk to Arnside Parish Council
St John's Cross Cottage
Sandside
Milnthorpe
LA7 7HX.

Please include an email address and phone number if possible to aid me in arranging the informal interviews. If there are any further questions please contact me by email or ring 015395 63661.

Co-option will be considered at the next Council Meeting after both the written application and the informal interview have taken place, providing these are completed at least a week before the meeting.

Anne-Marie Cade

Further information

Legal eligibility criteria to qualify to become a councillor as follows:

A parish councillor must be 18 years or over, a British subject or a citizen of a member state of the European Union and be (a) an elector of the parish; or (b) a person who over the whole of the last twelve months has been owner or tenant of land or premises in the parish or has lived in the parish or within three miles or has had his principal place of work in the parish. Provided the qualifications are met, a person can be a councillor on more than one council.

A councillor will be disqualified from office or from standing for office if:

- Within five years before his election or since their election they are given a sentence of imprisonment (whether suspended or not) of not less than 3 months without the option of a fine or they have been declared bankrupt.
- They have been found guilty of corrupt or illegal practices.
- They hold a paid office in the gift of the council.

The Nolan Principles Councillors are expected to uphold

- **Selflessness** Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.
- **Integrity** Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.
- **Objectivity** In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.
- **Accountability** Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.
- **Openness** Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands it.
- **Honesty** Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.
- **Leadership** Holders of public office should promote and support these principles by leadership and example.

You may find the following link useful to find out more about becoming a Councillor.

http://www.calc.org.uk/about/becoming_a_councillor.asp

There is also further information that you may find useful under the "about Parish Councils" tab on this site such as, the good council guide and the powers and duties of parish councils