

FERRYHILL TOWN COUNCIL

Application for Co-option

Thank you for your interest in becoming a Town Councillor. Please provide the below information to assist Ferryhill Town Council in making their decision.

Full Name & Title	
Home Address	
Home Telephone	
Mobile Telephone	
Email Address	

About You

Please provide the Town Council with some background information about yourself.
Please continue on a separate sheet if necessary.

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Reasons for Applying

Please provide the Town Council with your reasons for wanting to become a Town Councillor.

Use of Personal Information

The Town Council will use your information, including that which you provide on this application form, to assess your suitability to be a town councillor.

Declaration & Consent

I have read the section entitled "Use of Personal Information" and by signing this form I consent to the use and disclosure of my information included in this application form. I declare the information given on this form to be true and correct.

Signature	Name (print)
Date	

Your application also requires signatures of two (2) registered electors (known as a proposer and seconder) from the Parish area:

	Proposer	Secunder
Name		
Address		
Signature		

Please complete and return this form, together with the completed Co-option Eligibility Form to: The Town Clerk, Ferryhill Town Council, Town Hall, Ferryhill. DL17 8JL. Tel 01740 652157 - Email: enquiries@ferryhill.gov.uk

FERRYHILL TOWN COUNCIL

Co-option Eligibility Form

1. In order to be eligible for co-option as a Ferryhill Town Councillor you must satisfy certain criteria.
You **must** satisfy (a) and (b) below and **at least one** of the options (c) – (f).
Please tick which apply to you

	Tick
a. I am 18 years of age or over; and	
b. I am a British citizen or a citizen of the Commonwealth or a citizen of any other member state of the European Union; and	
c. I am registered as a local government elector for the parish; or	
d. 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; or	
e. My principal or only place of work during those twelve months has been in the parish; or	
f. I have during the whole of those twelve months resided in the parish or within 3 miles of it.	

2. Please note that under Section 80 of the Local Government Act 1972 a person is disqualified from being a parish councillor if he/she:

- a. Is employed by the parish council or holds paid office (other than chairman, vice-chairman or deputy chairman) under the parish council (including joint boards or committees);
- b. Is employed by an entity controlled by the parish council;
- c. Is the subject of a bankruptcy restrictions order or an interim bankruptcy restrictions order or a debt relief restrictions order or an interim debt relief restrictions order; or
- d. Has within five years before the day of co-option, or since his/her co-option, been convicted in the UK, Channel Islands or Isle of Man of any offence and has been sentenced to imprisonment (whether suspended or not) for not less than three months without the option of a fine;
- e. Is otherwise disqualified under Part III of the Representation of the People Act 1983 (relating to corrupt or illegal electoral practices and offences relating to donations) or the Audit Commission Act 1998.

Use of Personal Information

The Town Council will use the information provided on this form to assess your eligibility to be a town councillor.

Declaration & Consent

I hereby confirm that I am eligible for the vacancy of Ferryhill Town Councillor and I am not disqualified under section 80 of the Local Government Act 1972 from being a town councillor and that the information given on this form is true and correct.

I have read the section entitled "Use of Personal Information" and by signing this form I consent to the use and disclosure of my information included in this form.

Signature	Name (print)
Date	

FERRYHILL TOWN COUNCIL

Co-opted Councillor Person Specification

COMPETENCY	REQUIREMENTS
Relevant knowledge, Education, Professional Qualifications & Training	• Sound knowledge and understanding of local issues and the local community.
Experience, Skills, Knowledge and Ability	• Solid interest in local matters. • Ability and willingness to represent the Town Council and their community. • Good interpersonal skills. • Ability to communicate clearly both orally and in writing. • Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff. • Good reading and analytic skills. • Ability and willingness to work with the Town Council's partners (e.g. voluntary groups, other town/parish councils, Durham County Council, charities). • Ability and willingness to undertake relevant training. • Ability to work under pressure.
Other requirements	• Ability and willingness to attend meetings of the Town Council (or the meetings of other local authorities and local bodies) in the evening and events in the evening and at weekends. • Flexible. • Enthusiastic.