

Proposed Process for Co-opting New Councillors, January 2022

Proposed Timeline

18 th January / 26 th January	End of the consultation periods in which 10 or more electors can request an election.
End of January	John & Selina draw up an advert based on the one used in 2021. Advert circulated to all councillors before adding to web, noticeboards, community email etc.
Friday 11 th March	Deadline for anyone interested in becoming a councillor to submit a statement of interest to the Clerk. Clerk to circulate statements to all councillors.
Monday 14 th March	FPC meeting at which applications are considered and decision made. All nominees invited to speak for up to 3 minutes if they wish to.

***Note:** It might be possible to appoint at the 14th February meeting, but this would only give a couple of weeks to advertise the vacant positions.*

Process

- The vacant role will be advertised widely from the end of January. Councillors are asked to promote the vacancies to people they know.
- Any person interested in becoming a parish councillor must submit a short statement of interest to the Clerk by 11th March. This could include the experience, skills and knowledge they could bring to the role and their reasons for wishing to become a parish councillor.
- Any person wanting to know more about the role of a councillor can speak to the Clerk or any councillor about what is involved.
- Canvassing of Council members – actively trying to gain support – is not permitted.

At the co-option meeting

- Each nominee will be invited to speak for up to three minutes. Councillors will not be allowed to ask questions or clarifications. Once all nominees who wish to speak have done so a vote will take place.
- The council's debate and vote on the co-option will be conducted in public. The nominees, as members of the public, will be entitled to be present during the proceedings.

Voting

- To be co-opted a person must receive an absolute majority vote of the councillors present and voting.
- If there's an equality of votes, then the person presiding at the meeting may exercise their casting vote.