

COUNCILLOR CO-OPTION APPLICATION FORM

CONTACT DETAILS

NAME:	
ADDRESS:	
POSTCODE:	
EMAIL ADDRESS:	
HOME TEL. NO:	
MOBILE TEL. NO:	

About You

Please introduce yourself and detail why you are applying for the vacancy. Points you may like to cover include your connection with the area, membership of any community groups, voluntary work within the area or elsewhere and particular interests relating to the Town:

Skills

Please detail any skills or experience you have that may be relevant to the Town Council. This may be professional, and might include any skills you may have from other activities you are involved with:

Unpaid directorships/ positions of general management and control.

The Localism Act (2011) requires that Councillors complete a register of interest to ensure public transparency around decision making. One requirement is to declare your own interests in any of the following:

- a. Any unpaid directorships.*
- b. Any body of which you are a member or in a position of general management and control either:-*
 - i. to which you have been appointed or nominated by the Council, or*
 - ii. exercising functions of a public nature, or*
 - iii. directed towards charitable purposes, or*
 - iv. one of whose principal purposes includes the influence of public opinion or policy (including any membership to political party or trade union).*

Please list below any of the above which apply to your own interests:

Any other information

Is there any other information you would like to disclose regarding your application:
(optional)

Are you prepared to undertake training relevant to the role?

Yes / No

COUNCILLOR ELIGIBILITY

Please tick which of the following applies to your application.

In order to be eligible for co-option as a Woodbridge Town Councillor you must be:

- ☐ a British subject, or a citizen of the Commonwealth or the European Union
- ☐ 18 years of age or over on the 'relevant date' (i.e. the day on which you are co-opted).

You must additionally be able to meet **one** of the following qualifications, please tick all that apply:

- ☐ I am registered as a local government elector for the parish of Woodbridge; or

- ☐ 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 of Woodbridge; or
- ☐ My principal or only place of work during those twelve months has been in the parish of Woodbridge; or
- ☐ I have during the whole of the twelve months preceding the date of my co-option resided in the parish of Woodbridge or within 3 miles of it.

Please note that under Section 80 of the Local Government Act 1972 a person is disqualified from being elected as a Local Councillor or being a member of a Local Council if he/she:

a) holds any paid office or employment of the local council (other than the office of Chairman) or of a joint committee on which the Council is represented;

or

b) a person is the subject of a bankruptcy restrictions order or interim order. More information is set out in the following guidance [Bankruptcy restrictions or interim order section](#).

c) who has been adjudged bankrupt or has made a composition or arrangement with his/her creditors* (but see below);

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;

or

e) is otherwise disqualified under the Representation of the People Act 1983 (which covers corrupt or illegal electoral practices).

Please Note:

The full range of disqualifications is complex and if you are in any doubt about whether you are disqualified, you must do everything you can to check that you are not disqualified before submitting your application.

You must be sure that you are not disqualified as you are asked to confirm and sign that you are not disqualified.

It is a criminal offence to make a false statement as to your qualification for being co-opted, so if you are in any doubt you should contact your employer, consult the legislation or, if necessary, take your own independent legal advice.

The Town Clerk and Council will not be able to confirm whether you are disqualified.

Further details and legal references can be found on the guidance for candidates at: <https://www.electoralcommission.org.uk/guidance-candidates-parish-council-elections-england/what-you-need-know-you-stand-a-candidate/qualifications-and-disqualifications-standing-election/disqualifications>

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 Woodbridge Town Councillor and I am not disqualified under s80 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.....

Date.....

Please return your completed application form (hard copy or electronic) to:

Mr G E Diaper, Town Clerk,
Woodbridge Town Council, Shire Hall, Market Hill, Woodbridge, Suffolk, IP12 4LP.
townclerk@woodbridge-suffolk.gov.uk