

## Clive Parish Council

### Councillor co-option application form

If you are interested in becoming a Councillor, please complete the application form below, which includes a section on essential and desirable skills and attributes. [Please return completed application forms to the Parish Clerk by 9pm on Sunday 22<sup>nd</sup> June 2025.](#) The Council will receive nominations, consider applications received, and make a decision at the next Council meeting in June 2025.

### Privacy

Clive Parish Council is collecting/managing your personal data under the Data Protection Act 2018 and the General Data Protection Regulations 2018. Your information will only be processed by the Council for the purposes of your application and will not be shared with third parties. [Read our privacy notice here.](#)

### Contact details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Home telephone number: \_\_\_\_\_

Mobile number: \_\_\_\_\_

### Eligibility for candidates

To be eligible for election/co-option to the Parish Council, you must meet certain legal criteria. Please tick the relevant boxes below to confirm that you are:

- at least 18 years old ☐ Yes ☐ No
- a British or Commonwealth citizen, a citizen of the Republic of Ireland, or a citizen of another member state of the European Community, ☐ Yes ☐ No

You must additionally be able to meet at least one of the following four criteria below.

**Please put a tick next each statement that applies to you:**

- I am registered as a local government elector for the parish of Clive. ☐
- 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 Clive ☐
- My principal or only place of work during those twelve months has been in the parish of Clive ☐
- I have during the whole of the twelve months resided in the parish of Clive or within 4.8 kilometres (three miles) of it. ☐

## Disqualifications for candidates

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

- 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
- Is a person who has been adjudged bankrupt or has made a composition or arrangement with his/her creditors\* (but see below); or
- Has within five years before the day of election/co-option, or since his/her election/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
- Is otherwise disqualified under Part III of the Representation of the People Act 1983 for corrupt or illegal practices.

This disqualification for bankruptcy ceases in the following circumstances:

- i) If the bankruptcy is annulled on the grounds that either the person ought not to be adjudged bankrupt or that his/her debts have been fully discharged;
- ii) If the person is discharged with a certificate that the bankruptcy was caused by a misfortune without misconduct on his/her part;
- iii) If the person was discharged without a certificate

In (i) and (ii) above, the disqualification ceases on the date of the annulment and discharged respectively. In (iii), it ceases on the expiry of five years from the date of discharge.

## Essential skills and attributes

- Sound knowledge and understanding of local affairs and an interest in the local community.
- Ability and willingness to represent the Council and the community.
- A commitment to champion the views of the community.
- Good interpersonal skills.
- Ability and willingness to work closely with other members, to be respectful of others' views, and maintain good relationships with all members and staff.
- To be prepared to undertake relevant training, as a minimum, Fundamentals of Councillors and Code of Conduct.
- Ability and willingness to attend evening meetings of the Council, and potentially meetings of other local authorities and local bodies.
- Ability and willingness to work with council partners e.g. voluntary groups, other Parish Councils, and Shropshire Council.
- To be enthusiastic, to read information shared by staff and other members, and to participate fully in Council matters.
- To communicate clearly and in a manner appropriate for the intended audience.
- To be flexible in your approach.

## Desirable skills and attributes

- Willingness to take on a special interest role within the Council and be a point of contact for queries relating to that interest.
- Knowledge of HR, contract management, financial control, risk management, and compliance.

## About yourself

1. Why would you like to be a Parish Councillor for Clive Parish?
2. What local organisations and groups do you belong to?
3. Do you already participate in any community life in the parish?
4. What will you bring to the Council and what are your interests in relation to the work of the Council?

## Other Information

Are you related to any employee or existing member of the Council? If so please give details.

Do you have any special requirements?

## Declaration

I confirm that the information I have provided is true and accurate.

PRINT/TYPE NAME\_\_\_\_\_

DATE\_\_\_\_\_