

Currently there is no formal process for handling co-option applications.

What usually happens is that interested applicants are asked to email the clerk with some information about themselves and details of why they wish to be on the Council.

As more applicants become interested in vacancies it may be prudent to formalise the process. There are no hard and fast rules around dealing with co-option applications, some councils rely on application forms whilst others hold interviews.

Detailed below is an example of an application form that could be introduced if the council consider this necessary.

To be completed by anyone interested in being co-opted as a Town Councillor to Wem Town Council.

CONTACT DETAILS	
NAME:	
ADDRESS:	
POST CODE:	
EMAIL ADDRESS:	
HOME TELEPHONE NO:	
MOBILE TELEPHONE NO:	

ELIGIBILITY

In order to be eligible for co-option as a councillor you must be a British or Commonwealth Citizen, a citizen of the Republic of Ireland or European Union citizen, who has attained the age of 18 years.

You must additionally be able to meet one of the following qualifications:

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

Please indicate which of the above apply to you by placing a tick alongside the question.

Please note that under Section of 80 of the Local Government Act 1972 a person is disqualified from being elected as a Councillor or being a Member of a Local Council 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, or since his/her election, 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.

ABOUT YOURSELF

<p>Why would you like to become a Town Councillor for Wem Town Council?</p>	
<p>Do you already participate in any community life in the Town?</p>	
<p>What will you bring to the Council and what are your interests in relation to the work of the Council?</p>	

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OTHER INFORMATION

Are you related to an employee of the council?	
Do you have any special requirements?	

I (insert full name) _____ hereby confirm, that I am eligible to apply for the vacancy on Wem Town Council, and the information given on this form is a true record.

Signed: _____ Date: _____

Please return your completed application form to the Clerk at the address above or email to: info@wem.gov.uk

Recommendation

That the Town Council considers whether it wishes to formalise the co-option application process