

# CLYMPING PARISH COUNCIL

## VACANCY FOR A COUNCILLOR

There is a vacancy for a councillor to be filled by co-option:

**Any person wishing to be considered for co-option should email or write to the Clerk** briefly setting out:

- why they would like to become a Councillor
- any background information relevant to their co-option , and
- confirmation of their eligibility to become a Councillor

Please see the Frequently Asked Questions sheet for more information

Please note:

The person co-opted to the Council will be required to sign a declaration that they will conform to the requirements of the Local Code of Conduct for Parish Councils and will be asked to give their consent for the summons to attend meetings to be transmitted to them by email.

For additional information please contact the Clerk.

Mrs Val Knight  
Clerk of the Council  
33 The Ridings, East Preston,  
West Sussex BN16 2TW.  
Telephone 01903 771922  
e-mail clympingpc@gmail.com

# BECOMING A PARISH COUNCILLOR

## Frequently Asked Questions about Co-Option

### What does the Parish Council do?

The Parish Council is the tier of local government sitting below District and County Councils. There are seven councillors for Clymping plus the Clerk who is a paid officer of the council. The Council is funded by residents of the Parish in the form of a "precept" which it determines in its annual budget and is collected by Arun District Council as part of your council tax.

Council has been involved in various environmental projects around the parish, often in partnership with others such as West Sussex County Council. Whilst there is a natural focus on parish issues and needs, it is also important to look at wider issues and policies which will impact on the parish e.g. from Government, County and District Council, the Environment agency.

The Council has little power but a reasonable amount of influence. A prime example of this is planning applications. The planning authority is Arun District Council and the Parish Council is consulted on every planning application within the parish.

As a Councillor you would need to attend regular Council meetings which are currently held every two months on a Tuesday evening, and to attend ad hoc meetings to deal with matters requiring urgent attention (say a further 4 meetings a year). There will be opportunities to join various working groups set up by the Council e.g. the Transport Working Group, and to attend meetings with other bodies such as County and District.

### Am I eligible?

In order to be a Parish Councillor you must:

- be aged 18 years or over
- be a British citizen, an eligible Commonwealth citizen or a citizen of any member state of the European Union.

You must meet at least one of the following on the day you are nominated and on polling/co-option day:

- be a local government elector in the parish (i.e. on the electoral roll) **or**
- have lived in the parish or within 3 miles of it for the last twelve months **or**
- have been an owner or tenant of land or premises in the parish for the last twelve months **or**
- have your principal or only place of work in the parish for the last twelve months

You do not have to belong to a political party

### How do I stand for Co-Option?

Existing Members of Council may Co-Opt new members if a Casual Vacancy occurs e.g. when a Councillor resigns, or when there are insufficient nominations in an ordinary election. Vacancies are advertised on the parish noticeboards and website.

#### **Disqualification:**

A person cannot be a candidate if they:

- are employed by the Council
- are the subject of a bankruptcy restrictions order
- have been sentenced to imprisonment (including a suspended sentence) for 3 months or more during the last 5 years

As the full range of disqualifications is complex, you may need to check these before confirming your eligibility to become a councillor.