

APPLICATION FOR CO-OPTION ONTO CLEEVE PARISH COUNCIL

Please introduce yourself and detail why you consider you would be the best candidate for the vacancy.

Points to cover could include

- Length of residence in the Parish if appropriate
- Membership and involvement with any community associations, voluntary work etc within the Parish or elsewhere
- Particular interests or concerns relating to the Parish

Please detail any skills or experience you have that may be relevant to CLEEVE PARISH COUNCIL. This may be professional, but don't forget any you may have from other things you are involved with.

Explain how you think you meet the attributes detailed in the Person Specification

Please also complete the Declaration Form at the end of this document.

CO-OPTED COUNCILLOR PERSON SPECIFICATION

| COMPETENCY | ESSENTIAL | DESIRABLE |
|---|-----------|-----------|
| Personal Attributes | | |
| Sound knowledge and understanding of local affairs and the local community. | * | |
| Forward thinking | | * |
| Can bring a new skill, expertise or key local knowledge to the Council. | | * |
| Experience, Skills, Knowledge and Ability | | |
| Ability to listen constructively | * | |
| A good team player | * | |
| Ability to pick up and run with a variety of projects | | * |
| Solid interest in local matters | * | |
| Ability and willingness to represent the Council and their community | | * |
| Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others views and accept majority decisions. | * | |
| Ability to communicate succinctly and clearly. | | * |

| | | |
|--|---|---|
| Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff. | * | |
| Ability and willingness to work with the Council's partners (e.g. voluntary groups, other parish Councils, principal authority, charities). | | * |
| Ability and willingness to undertake induction training and other relevant training. | * | |
| Experience of working or being a member in a local authority or other public body | | * |
| Experience of working with voluntary and or local community / interest groups | | * |
| Basic knowledge of legal issues relating to town and parish Councils or local authorities | | * |
| Experience of delivering presentations | | * |
| Circumstances | | |
| Ability and willingness to attend meetings of the Council (or meetings of other local authorities and local bodies) at any time and events in the evening and at other times | * | |

DECLARATION FORM

Applicant.....

QUALIFICATIONS (To qualify you must be able to answer 'Yes' to both of the questions below)

| | |
|---|--|
| Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country? | |
| Are you 18 or over? | |

(To qualify you must be able to answer 'Yes' to at least one of the questions below)

| | |
|--|--|
| Are you on the electoral register for parish of Cleeve? | |
| Have you lived either in the parish of Cleeve, or within three miles of its boundary, for at least a year? | |
| Have you been the owner or tenant of land in the parish of Cleeve for at least a year? | |
| Have you had your only or main place of work in the parish of Cleeve for at least a year? | |

DISQUALIFICATIONS

(You must be able to answer No to all of the questions below to be eligible to serve as a councillor)

| | |
|---|--|
| Are you the subject of a bankruptcy restrictions order or interim order? | |
| Have you within the last five years been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine? | |
| Are you disqualified by order of a court from being a member of a local authority? | |
| You have been convicted for the failure to register or declare disclosable interest under the Localism Act 2011 (England) | |