



## **Casual Vacancies and Co-option**

When a seat becomes vacant the Chair will advise the Council at the next Full Council meeting.

The vacancy will then be declared to Shropshire Council democratic services and a notice displayed in the Town Council notice board, on the Town Council website and in any other location as practical. If an election is not called within the specified time period the council can fill the casual vacancy by co-option.

### **Procedure for co-option**

Applications for co-option will be sought from residents who meet the qualifying criteria which are:

- They must be a British or Commonwealth Citizen, citizen of the Republic of Ireland or EU state member state citizen
- Over 18
- Registered as a local government elector for the parish; and or
- Have lived, or occupied land as an owner or tenant, or have their principle place of work in, or within 3 miles of the parish for a period not less than 12 months.

Disqualifying criteria are as below.

- Hold paid office with the Council
- Are subject to a bankruptcy restrictions order or interim order
- Have in the last 5 years been convicted of an offence and sentenced to not less than 3 months imprisonment.
- Have been convicted of offences involving corrupt or illegal practices
- Has be convicted for failure to register or declare disclosable interests.

Interested applicants should apply to the Town Clerk. At the next scheduled Full Council meeting, candidates will be given the opportunity to introduce themselves and explain why they think they will be an effective Councillor. Their presentation should include:

- A demonstration on how they believe they have the support of their community.
- Their skills and experiences and in particular those relevant to the Council
- Their ability to drive and manage the changes which the Council may wish to make.

Members will then be asked to vote by means of a signed ballot paper for their preferred candidate. To be selected the candidate must receive a majority of all votes; if an absolute majority is not reached in the first round the candidate with the least votes will be removed from the ballot and another vote taken. This process will continue until one candidate receives the majority of votes.

The successful candidate will be asked to sign a declaration of acceptance of office prior to taking office.

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