

# Oakham Town Council

Rol House, Long Row, Oakham, Rutland, LE15 6NL

01572 723627

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[www.oakhamtowncouncil.gov.uk](http://www.oakhamtowncouncil.gov.uk)



# OAKHAM TOWN COUNCIL

  

# COUNCILLOR VACANCIES

  

# AND

  

# CO-OPTION PROCESS

  

# APPLICATION FORM

Document Control	
Version Number	1
Adopted on	
Last Reviewed	21-04-21
Review Date	

Name

Address

Postcode

Telephone No.

Email Address:

Occupation

Which Ward are you interested in becoming a councillor for?

Have you ever served on any Council before?  
*(If yes please give details)*

**To be eligible to become a Councillor, candidates must also meet at least one of the following criteria**

I confirm that *(please tick **all** which apply to you)*:

I am 18 years of age or over	<input type="checkbox"/>
I am a British subject, or a citizen of the Commonwealth, a UK dependent territory or another country in the European Community	<input type="checkbox"/>
I am a registered elector for the parish or ward in which I would like to stand	<input type="checkbox"/>
I have occupied land in the parish either as a tenant or owner for the whole of the preceding 12 months or within 3 miles /4.8 kms of the boundary of that area	<input type="checkbox"/>
My principal place of work for the whole of the preceding 12 months has been in Oakham town	<input type="checkbox"/>

**In accordance with the Local Government Act 1972 Section 80 there are some reasons why a person is disqualified from being a Town Councillor**

I confirm that (*please tick **all** which apply to you*):

I am not employed by the Town Council or hold paid office under the Town Council	
I am not employed by an entity controlled by the Town Council	
I am not the subject of a bankruptcy restrictions order or interim order of the Enterprise Act 2002)	
I have not within five years of the date of co-option been convicted of any offence and had been sentenced to imprisonment (whether suspended or not) of at least three months without the option of a fine	
I am not otherwise disqualified under Part III of the Representation of the People Act 1983 (relating to corrupt or illegal electoral practices and offences relating to donations) or the Audit Commission Act 1998	

**Use of Personal Information**

The Council will use the information provided on this form to assess your eligibility to be co-opted as a Town Councillor. The information will be treated as confidential by the Council and Councillors and will not be retained after the co-option meeting unless your application is successful, when it will be destroyed after six months as per Councils Retention policy

**Declaration and Consent** (*please tick **all** which apply to you*):

By signing this form, I consent to the use and disclosure of my information	
I confirm that I have read the above and confirm that I am eligible to be co-opted as a member of Oakham Town Council	
I declare the information on this form to be true and correct	

Signature ..... Name .....

Date of signature .....

What activities, if any, are you currently involved in within the community?

What experience do you feel you could bring to the Council?

Explain up to 100 words why you consider yourself to be suitable candidate to become a Councillor

- Candidates may be invited to discuss their application with members of the Council. A decision will then be made at the next scheduled Council meeting on whether a particular candidate is to be co-opted
- Prospective candidates are not permitted to attempt to canvass members of the Council with regard to their application. Members will report any such attempt to the Chairman who will then instruct the Clerk to write to the candidate stating that they will no longer be considered. However, please note that this does not prevent them from discussing the role of a Councillor with an existing member

**Thank you for taking the time to complete this form. Please return to the  
Town Clerk, Oakham Town Council, Rol House, Long Row, Oakham, LE15 6NL  
or via [enquiries@oakhamtowncouncil.gov.uk](mailto:enquiries@oakhamtowncouncil.gov.uk)**