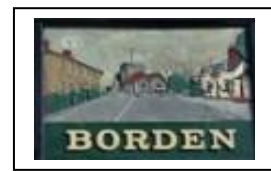


# BORDEN PARISH COUNCIL



## CO-OPTION VACANCIES

When the Parish Council has a vacant seat, if you would like to apply to become a Borden Parish Councillor you can do so by downloading and completing the application form located on their website under councillor vacancies at <https://www.bordenparishcouncil.gov.uk> and returning it by email to [clerk@bordenparishcouncil.gov.uk](mailto:clerk@bordenparishcouncil.gov.uk). Alternatively, email the Parish Clerk and ask for a form to be sent to you.

## WHAT IS CO-OPTION?

Co-option is a process by which a vacant seat on a parish council is filled by appointment rather than an election. It is often necessary to ensure a council is fully constituted and able to carry out its duties.

Vacancies can arise for various reasons such as insufficient candidates at an election and through resignations. Vacancies that occur due to a councillor's departure mid-term are called casual vacancies.

## WHAT DOES THE PARISH COUNCIL DO?

The Parish Council represents the interests of the community by delivering services such as street lighting, recreation ground, play facilities and maintenance, they are statutory consultees for the parish planning applications and liaise with the Borough Council, and also the County Council in Highways matters to improve the safety of its residents and visitors.

## DESCRIPTION OF THE ROLE?

- Representing the views of all residents within the parish.
- Attend the Parish Council meeting every 3<sup>rd</sup> Thursday of the month at 7 pm.
- Liaison with other councillors, local authorities and Parishioners.
- Agreeing on how much to raise through the council tax precept to deliver the council's services.
- The Parish Council is a statutory consultee on the Parish planning applications.
- Improve the quality of life and the environment in their local area by working to identify issues that are important to the lives of the parishioners represented.
- Working to bring about improvements through local projects, including as part of a committee or working group.

## WHAT SKILLS DO I NEED?

You don't need any professional or formal qualifications to be a councillor but the knowledge and experience you have gained through your work and personal life may be useful i.e.

- Good interpersonal and decision-making skills.
- The ability to communicate succinctly.
- Compassion and open-mindedness.
- Trustworthiness.
- Reasoning skills.
- Additionally any highways or nature knowledge.

## HOW MUCH TIME DOES IT TAKE UP?

It can be between 1 – 3 hours per week but some councillors, dependent on the projects that they are involved with say that their duties may take longer than this but also some will spend less time. In the main, being a parish councillor is an enjoyable way of contributing to your community and helping to make it a better place to live and work.

## WHAT TRAINING WILL I GET?

There are various councillor training modules available via the Kent Association of Local Councils.

If you would like any further information please email the Parish Clerk at [clerk@bordenparishcouncil.gov.uk](mailto:clerk@bordenparishcouncil.gov.uk)