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Beaulieu, Hampshire SO42 7YL

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Parish Councillor Casual Vacancy Application Form

Introduction

Thank you for expressing an interest in becoming a councillor at Beaulieu Parish Council.

The Council is committed to a fair, transparent and merit-based co-option process. All applicants will be treated consistently and considered solely on their ability to contribute to the work of the Council and the community.

The application process is as follows:

- Informal meeting with the Chairman to learn about the Council and ask questions
- Opportunity to attend a Parish Council meeting
- Submission of Application Form
- Interview with the full Parish Council
- Appointment by co-option at a meeting of the Council

If appointed, you will be supported in your role, expected to undertake appropriate training and be comfortable working electronically. We are looking for people committed to serving the community, willing to work as part of a team and able to consider differing viewpoints with respect and professionalism.

Equal Opportunities

Beaulieu Parish Council welcomes applications from all eligible members of the community regardless of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation. Appointments are made solely on merit, having regard to the skills, experience, local knowledge and commitment applicants can bring to the Council.

Council Meetings

The Parish Council normally meets on the third Thursday of each month (excluding August) at 6.30 pm. Planning Committee usually meets on the preceding Tuesday at 6.00 pm as required. Councillors are expected to attend meetings regularly and undertake the necessary training.

Privacy Notice

The information provided on this form will be used solely to consider your application for co-option and will be processed in accordance with the Council's Privacy Notice.

Please complete the following:

1. Personal Details

Full name	
Home address	
Email	
Telephone	
Mobile	

2. Eligibility Confirmation

To be eligible for co-option as a Parish Councillor, you must legally meet all conditions in Part 1, at least one condition in Part 2, and none of the disqualification conditions in Part 3.

Please complete this confirmation by ticking the appropriate boxes and signing the declaration below.

Part 1: Core Statutory Requirements

You must be able to tick BOTH boxes to proceed:

Nationality: I am a British citizen, an eligible Commonwealth citizen, or a citizen of any other member state of the European Union: **Yes / No**

Age: I am 18 years of age or older on the day of this application: **Yes / No**

Part 2: Residential & Workplace Qualifications

You must be able to tick YES to at least one of the following to proceed:

1. You are registered as a local government elector for the Beaulieu parish: **Yes / No; or**
2. For the entire 12 months immediately preceding the day of your application and/or co-option:
 - a. You have lived within the Parish of Beaulieu, or within 3 miles of it¹: **Yes / No; or**
 - b. You have occupied as an owner or tenant any land or other premises within the Parish of Beaulieu²; **or**
 - c. Your principal or only place of work has been located within the Parish of Beaulieu including full-time, part-time, and unpaid voluntary work³: **Yes / No.**

Part 3: Statutory Disqualifications

Under Section 80 of the Local Government Act 1972, you are disqualified from being a councillor if you answer YES to any of the following questions:

- a) Do you hold any paid office or employment with this Parish Council? **Yes / No**
- b) Are you currently the subject of a Bankruptcy Restrictions Order or an Interim Bankruptcy Restrictions Order? **Yes / No**
- c) Have you, within the last five years, been convicted of an offence in the UK, the Channel Islands, or the Isle of Man that resulted in a sentence of imprisonment, whether suspended or not, for a period of three months or more without the option of a fine? **Yes / No**
- d) Are you disqualified by order of a court or tribunal from being a member of a local authority (including under the Representation of the People Act 1983 or the Local Government Disqualification Act 2022)? **Yes / No**

Part 4: Candidate Declaration

I confirm that I am eligible to stand as a candidate for co-option to the Parish Council. I declare that all information provided on this form is true and accurate to the best of my knowledge. I understand that knowingly providing false information may result in my application being rejected or, if appointed, my appointment being challenged.

Signature	
Date	

¹ This distance is measured strictly in a direct straight line ("as the crow flies") from the nearest point on the parish boundary to your home address. The parish boundary map can be viewed at <https://beaulieu-pc.org.uk/parish-council/map>

² Please provide address details and dates of occupation

³ Please provide details including dates of commencing work or employment

Supporting Information

1. Why would you like to become a member of Beaulieu Parish Council?

2. What skills, experience or local knowledge could you bring to the Council?

3. Which aspects of parish life or the Council's work particularly interest you?

4. Are you able to attend most Council meetings, normally held on the third Thursday of each month?

No / Yes

5. Any further comments or information in support of your application.

What happens next?

1. Return the completed application form together with the Supporting Information (below) to the Clerk.
2. Meet informally with the Chairman, if you have not already done so.
3. Attend a Parish Council meeting if you wish.
4. Attend an interview with the full Council (this is a private meeting)
5. The Council will determine the appointment by co-option at a subsequent properly convened public meeting.