

Wheathampstead Parish Council

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Clerk to the Council: Julia Warren

18 June 2015

**To: All Councillors**

**Cllrs: D Johnston (Chairman), A Brewster, G Clark, A Dante, D Davies, L Halford, S Haynes, T Reason, J Shardlow, P Wilby, P Woodhams**

### **Notice of Meeting**

You are hereby summoned to a **Special Meeting of the Parish Council** to be held in the **Hewitt Room** on **Thursday 25 June 2015 at 7.30pm.**

**Councillors to note that the meeting is to consider the co-option of a twelfth council member. The regular monthly Council meeting follows immediately the successful candidate takes up office.**



*Julia Warren*  
**Clerk to the Council**

### **Agenda**

- 1 Apologies for absence**
- 2 Specific Declarations of Interests and Dispensations**
- 3 Co-option to Parish Council**

Eleven councillors were elected unopposed to twelve seats in the May 2015 election. A vacancy exists which Council must seek to fill. (LGA 1972 s 89, LGA 1972 sch 12 s39)

At Minute 4122-15 the co-option process was agreed for the 25 June meeting, namely:

Advertise vacancy – noticeboards, website, word of mouth for decision by parish councillors at June Council meeting.

Potential co-optees, in order of receipt of their application forms (*copies circulated to all councillors*) would have up to 3 minutes in which to present themselves to councillors.

Four applications have been received, which will be considered in order of receipt:

1. Caroline Vincent
2. John Stocker
3. Elias Habib
4. Tommy Ryan

Following all presentations a paper ballot will be undertaken of councillors present. The Clerk will act as 'presiding officer'. Ballot forms will be presented in alphabetical order by surname. Voting by a clear majority vote.

In the event of no clear majority the lowest scoring candidate will be removed from the vote and a subsequent vote undertaken. If two candidates secure the same number of votes there would be a re-vote. In the event of the remaining two candidates having equal votes the Chairman will secure his casting vote.

Votes to be counted by the Clerk and ballot forms retained for 6 months.

The successful candidate will be invited to immediately sign the declaration of acceptance of office, pre council meeting at and so immediately commence as councillor. Declaration of interests and code of conduct forms also to be completed at the earliest opportunity.