

Church Crookham Parish Council Co-option application form

Co-option process

A vacancy for a parish councillor became available because:

- a) ~~Not all vacancies were filled during the all-out election process ofyear.....~~
~~Co-option is therefore available to fill the vacancy.~~
- b) Resignation/ ~~Death/ Disqualification~~ of Councillor Alan Jones
- c) In accordance with Section 89(3) of the Local Government Act 1972, where the vacancy occurs within 6 months before the day on which the councillor whose office is vacant would have regularly retired, an election shall not be held under Section 89(1) of the above Act, and the vacancy will be filled at the next ordinary election of councillors on 7th May 2026 (unless the vacancy results in more than one third of the Parish Council seats being vacant).

The council is now seeking to fill the vacancy through co-option of a volunteer.

The council is responsible for providing services such as running of the Church Crookham Community Centre and the hireable spaces within, maintenance of play areas, sports facilities including a sports pavilion and open spaces as well as allotments

Commenting on planning applications and managing the finances of the council through rigorous budgeting.

CCPC meets the cost of services for which it is responsible through a "Precept" which is collected with the Hart District council tax, as well as managing Section 106 monies provided by the developer of Crookham Park for ongoing management and facilities within the new development.

Parish Council meetings are held on the second and fourth Mondays of the month from 7.30pm with meetings of the Planning Committee, Finance & Policy Committee and Full Council. The Staff Committee meet at least once annually.

The office of councillor is unpaid. If you 18 or over, an elector in the Parish, or meet one of a number of other eligibility criteria set out in the application pack and are interested in applying to serve as Councillor please complete the application form in this pack and return to:

Clerk, Claire Inglis by Wednesday 21st January 2026 returning by:

Email clerk@churchcrookham.org.uk or

Post Church Crookham Community Centre, Boyce Road, Church Crookham, GU52 8AQ.

The process for co-option is set out below:

1. Candidates must apply using the application form attached.
2. All candidates who have submitted applications by the deadline above will be invited to attend the next full Parish Council meeting on 26th January 2026.
3. Applications submitted by e-mail must be signed before or on the evening of the meeting.
4. All Councillors will receive copies of the candidate applications.
5. There will be an agenda item set aside for questions to be asked of the candidates and for candidates to have the opportunity to ask questions of the Councillors.
6. To be appointed to the council any applicant must secure an absolute majority in a ballot at a full council meeting. If there is more than one candidate for the vacancy the process will be that the person with the least votes gets taken off the list and a fresh vote is taken until an overall majority is reached. In the event of a tie the Chairman shall have the casting vote. If a majority is not attained an appointment will not be made.
7. If a further casual vacancy arises within three months after co-option, those that were unsuccessful can request that their application is resubmitted, this does not affect their rights to submit a completely new application.
8. Successfully co-opted applicants become Councillors in their own right with immediate effect, having signed a Declaration of Acceptance of Office, and are no different from any other member.
9. Their term of office runs until the next elections for the Parish Council (every four years). They must fill in an entry to the Members' Register of Interests within 28 days with a copy passed on to the monitoring officer at Hart District Council.
10. There will be opportunities for training during their term of office.

Application form for co-option to the Parish Council

Please complete this form to be considered as a candidate for membership of the parish council then return to Clerk, Claire Inglis by:

Email: clerk@churchcrookham.org.uk or

Post to: Church Crookham Community Centre, Boyce Road, Church Crookham, GU52 8AQ.

NAME:(Mr/Mrs/Miss/Ms/Other).....

ADDRESS:

.....

E-mail address

Telephone landline

Mobile.....

Qualification to serve

You are at least 18 years old and a British citizen or an eligible Commonwealth and you must be able to answer "YES" to at least one of the following four questions; please circle as many as apply to you.

1. Are you registered at the above address as a Local Government Elector for the area of Church Crookham Parish Council? YES / NO

2. During the whole of the last 12 months have you resided in the Parish or within 3 miles (4.8 kilometres) of it? Show address if different from above.

YES / NO

3. During the whole of the last 12 months have you occupied as owner or tenant land or premises in the Parish ? Give address of land or premises.

YES / NO

4. During the whole of the last 12 months has your main place of work been within the Parish? Give address and place of work and employer if applicable. YES / NO

Disqualifications (as provided in the Local Government Act 1972, s80; Localism Act 2011, s34)

If you answer "YES" to any of the following questions, then it is unlikely that it will be possible to co-opt you to the Parish Council. All information will be treated in the strictest confidence.

1. Do you now hold, or have you in the last 12 months held, any paid office or any other position of profit with this Council? YES / NO

2. Have you ever been disqualified by a Court from holding Public Office? YES / NO

3. Have you ever been declared bankrupt? YES / NO

4. Have you ever been convicted of any offence where the sentence of imprisonment was more than 3 months (even if sentence suspended)? YES / NO

I have set out information about my background and reasons for applying to be considered for co-option.

Signed Date.....

Church Crookham Parish Council

CO-OPTION OF COUNCILLOR APPLICATION FORM

CCPC are keen to co-opt fellow members of the community who are eager to play an important role in their community to make it a better place for people to live and work.

You will need to be a team player, willing to contribute your own ideas whilst respecting those of others and accepting majority decisions.

Experience of serving on a council or with other voluntary groups may be useful but is not essential.

Please use this form to explain how your background and skills may enable you to contribute to the running of the Parish.

NAME:

BRIEF CURRICULUM VITAE (You may attach a separate document)

REASONS FOR WISHING TO BE A COUNCILLOR FOR CHURCH CROOKHAM PARISH COUNCIL

PREVIOUS COMMUNITY/VOLUNTARY/COUNCIL WORK

YOUR SKILLS WHICH MAY BE USEFUL AS A COUNCILLOR
ANY OTHER COMMENT