

CO-OPTED COUNCILLOR PERSON SPECIFICATION

COMPETENCY	ESSENTIAL	DESIRABLE
Personal Attributes	<ul style="list-style-type: none"> ▪ Sound knowledge and understanding of local affairs and the local community. ▪ Forward thinking 	<ul style="list-style-type: none"> ▪ Can bring a new skill, expertise or key local knowledge to the Council.
Experience, Skills, Knowledge and Ability	<ul style="list-style-type: none"> ▪ Ability to listen constructively ▪ A good team player ▪ Ability to pick up and run with a variety of projects ▪ Solid interest in local matters ▪ Ability and willingness to represent the Council and their community ▪ Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others views and accept majority decisions. ▪ Ability to communicate succinctly and clearly. ▪ Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff. ▪ Ability and willingness to work with the Council's partners (e.g. voluntary groups, other parish Councils, principal authority, charities). ▪ Ability and willingness to undertake induction training and other relevant training. 	<ul style="list-style-type: none"> ▪ Experience of working or being a member in a local authority or other public body ▪ Experience of working with voluntary and or local community / interest groups ▪ Basic knowledge of legal issues relating to town and parish Councils or local authorities ▪ Experience of delivering presentations
Circumstances	<ul style="list-style-type: none"> ▪ Ability and willingness to attend meetings of the Council (or meetings of other local authorities and local bodies) at any time and events in the evening and at weekends. 	

Handforth Parish Council: co-option to the Parish Council

Please complete this form to be considered as a candidate for membership of the parish council

then return by post to: **Parish Clerk for Handforth, Handforth Parish Council, Handforth Youth Centre, Old Road, Handforth SK9 3AB.** or by printable pdf document and e-mail to clerk@handforth.org.uk with a covering letter

detailing how your experience and skills may be of benefit to the Parish Council.

NAME :

(Mr/Mrs/Other).....

ADDRESS:

.....
.....

Email address:.....

Telephone: landline.....

mobile.....

Qualifications (as provided in the Local Government Act 1972, s79):

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 as a Local Government Elector for the area of Handforth Parish Council? YES / NO

2. During the whole of the last 12 months have you resided in the Civil Parish of Handforth, or within 3 miles (4.8 kilometres) of it? YES / NO

3. During the whole of the last 12 months have you occupied as owner or tenant land or premises in the Civil Parish of Handforth? YES / NO

4. During the whole of the last 12 months has your main place of work been within the Civil Parish of Handforth? YES / NO

Disqualifications (as provided in the Local Government Act 1972, s80):

If you answer "YES" to any of the following six questions then it is likely that it will not 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 surcharged by the District Auditor for £500 or more? YES / NO

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

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

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

6. Have you ever been found guilty of corrupt or illegal practices under Election Laws? YES / NO

Signed Date

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