

TOCKENHAM PARISH COUNCIL CO OPTION POLICY

1. On the expiry of the Notice of Casual Vacancy and, in the event of no request for a poll being made, then a vacancy for co-option to be notified to the next Full Council meeting.
2. Names of any potentially interested parties will be sought using appropriate means, as agreed by the Council, and these then passed to the Parish Clerk.
3. All prospective Co-Option Councillor(s) will be asked to send an email outlining their reasons for their interest in being co-opted to the Parish Clerk by a closing date agreed by the Council.
4. Once the email(s) have been returned, all applications will be discussed at the next meeting of the Parish Council.
5. Copies of the email (s) will be forwarded to all Councillors in advance of the meeting.
6. If only one candidate has applied for a vacancy, Councillors would normally have to have a good reason not to co-opt them (although they reserve the right to reopen the process to seek further applicants).
7. If more than one candidate applies for a vacancy, the Council must vote by secret ballot, if necessary by successive counts which eliminates the least successful candidate in each round, until the successful candidate receives an absolute majority of those present at the council meeting and voting.
8. In the event of multiple vacancies, if the number of candidates is less or equal to the number of positions to be filled then paragraph 6 applies to all applicants. However, if there are more candidates than vacancies then the procedure given in paragraph 7 applies to each position in turn until all are filled.