

EAST PECKHAM PARISH COUNCIL

COUNCILLOR CO-OPTION INFORMATION AND APPLICATION PACK

FUNCTION OF THE PARISH COUNCIL

Parish Councils are the oldest form of local government and has been in use in England since the 8th century.

The modern Parish Council is a statutory elected local authority, which acts as a voice for local opinion by keeping in close and regular contact with its electorate and provides a focus for voluntary organisations in the area. We provide various services to the community including, •

Maintaining public areas and open space including the Jubilee Hall, Playing Fields and car park.

- Bike Track, Muga, Youth Shelter, street snooker, outdoor gym
- Allotments
- Streetlights
- Churchyard and some village maintenance
- Christmas Lights
- Grant support to community and voluntary organisations
- Annual report and monthly newsletters

HOW WE DO BUSINESS

Full council meetings are held the third Monday of every month (except August and Bank Holidays). Each meeting has a public session in which members of the public can come along and raise issues of interest or concern. Meetings start at 7pm until 9pm. In addition to Full Council meetings the Council also has two Committees and a number of Working Groups. The two Committees are:

- Planning and Transportation Committee which meets on the 1st Monday of every month at 7pm
- Finance Committee which meets twice yearly in January and May.

DECISION MAKING

The Council is a corporate body. All decisions of the Council are taken by the majority vote during Council, or Committee meetings. The Chairman is responsible for ensuring the business of the meeting is transacted in accordance with the Council's standing orders and financial regulations in an efficient and timely manner. The Clerk to the Council is the Proper Officer/Responsible Financial Officer and carries out the statutory obligations of the Council.

HOW ARE WE FUNDED?

Each year the Parish Council sets a budget. Our income comes from a combination of money from services such as hall hire, allotment rents as well as a precept charge which forms part of residents Council Tax and is collected by Tonbridge and Malling Borough Council. In addition to the services offered we also work in partnership with Tonbridge and Malling Borough Council and Kent County Council as well as other organisations. Where possible we will seek alternative sources of income such as developers' contributions and grants.

APPLICATIONS

Candidates are asked to complete a short application form and confirm they meet the eligibility criteria to become a parish councillor and return it to the office no later than 31 August 2020.

Completed forms will be considered by Councillors on 07 September 2020 when candidates will be to attend the meeting, to introduce themselves and to a make a short statement in support of their application lasting no more than 5 minutes.

Members may ask a number of set questions and will then select their preferred candidate by way of a vote.

Candidates will be notified as soon as possible after the meeting and the successful candidates invited to attend the Parish Office to sign the Declaration of Acceptance of Office, including an undertaking to abide by the Parish Council's Code of Conduct which embed the Nolan seven principles of public life. Failure to sign the Declaration of Acceptance will result in automatic disqualification. The successful candidates will also be required to complete a Notification of Disclosable Pecuniary and Other Interests form.