

## **Co-option of a new Councillor to Seascale Parish Council**

1. Elections to membership of the Parish Council are held every four years.
2. In the event of unfilled places or a mid-term resignation the remaining seat(s) will be filled by co-option at the earliest opportunity.
3. The vacancy will be displayed on the website.
4. Members may point out the vacancy and the process to any qualifying candidate(s).
5. Candidates found to be offering inducements of any kind will be disqualified.
6. The prospective candidate will require a council elected proposer and seconder. This is to ensure the principle of democracy is respected – as councillors have been voted in by the electorate.
7. All candidates will be expected to put their request in writing explaining why they would like to be co-opted onto the council and send it to the parish clerk at [clerkseascalepc@gmail.com](mailto:clerkseascalepc@gmail.com), who will circulate this to the council members in advance of the meeting.
8. Once co-opted the new councillor will need to fill in and sign the Declaration of Acceptance form and forward this to the clerk. The Declaration of Interest form must be filled in and signed within 28 days and a copy passed on to the monitoring officer.
9. There will be opportunities for training during the subsequent term of office.

Clerk for Seascale Parish Council