



Garstang Town Council

Town Clerk: Mrs E Parry

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Garstang Scout and Guide

Headquarters

Kepple Lane

Garstang

PR3 1PB

Co-option Application Form

Please read alongside the Town Council's [Procedure for a Casual Vacancy for a Town Councillor](#)

| | |
|--------------------------|--|
| Full name | |
| Home address | |
| Postcode | |
| Contact telephone number | |
| Email | |

Please answer the yes/no questions carefully as they set out the legal qualifications for being a Town councillor

QUALIFICATIONS

| | | |
|--|------------------------------|-----------------------------|
| Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Are you 18 or over? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (You only need one of the following four qualifications but please say Yes to all that apply) | | |
| Are you on the electoral register for the Town? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Have you lived either in the Town, or within three miles of its boundary, for at least a year? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Have you been the owner or tenant of land in the Town for at least a year? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Have you had your only or main place of work in the Town for at least a year? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

DISQUALIFICATIONS

| | | |
|---|------------------------------|-----------------------------|
| Are you the subject of a bankruptcy restrictions order or interim order? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Have you within the last five years been convicted of an offence in the UK, the Channel islands or the Isle of Man which resulted in a sentence of imprisonment | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

| | | |
|---|------------------------------|-----------------------------|
| (whether suspended or not) for a period of three months or more without the option of a fine? | | |
| Are you disqualified by order of a court from being a member of a local authority? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

What you can bring to the Town council skills audit

Please tick the boxes below relevant to your knowledge

1. Specific to Town Council

| | |
|--|--------------------------|
| Knowledge of Garstang Town Council's work in general | <input type="checkbox"/> |
| Knowledge of Garstang Town Council's work specifically | <input type="checkbox"/> |
| Knowledge of the local authority involved with Garstang Town Council's work | <input type="checkbox"/> |
| Knowledge of the local statutory agencies involved with Garstang Town Council's work | <input type="checkbox"/> |
| Knowledge of national policy concerning of Garstang Town Council's work | <input type="checkbox"/> |

2. General to Town Council

| | |
|---|--------------------------|
| Knowledge of the local area in general | <input type="checkbox"/> |
| Knowledge of current good practice for charities | <input type="checkbox"/> |
| Experience of other voluntary organisations (as committee) | <input type="checkbox"/> |
| Experience of other voluntary organisations (as staff or volunteer) | <input type="checkbox"/> |
| Campaigning | <input type="checkbox"/> |
| Partnership Working | <input type="checkbox"/> |
| Community Development | <input type="checkbox"/> |

3. Management/Organisation

| | |
|---------------------------|--------------------------|
| General Management | <input type="checkbox"/> |
| Financial Management | <input type="checkbox"/> |
| Project Management | <input type="checkbox"/> |
| Monitoring and Evaluation | <input type="checkbox"/> |
| Planning | <input type="checkbox"/> |
| Policy Making | <input type="checkbox"/> |

4. Professional

| | |
|------------|--------------------------|
| Law | <input type="checkbox"/> |
| Accounting | <input type="checkbox"/> |
| IT | <input type="checkbox"/> |

| | |
|------------------------|--------------------------|
| HR | <input type="checkbox"/> |
| Marketing/PR | <input type="checkbox"/> |
| Training/Development | <input type="checkbox"/> |
| Other please indicate: | |

5. Committee

| | |
|-----------------------|--------------------------|
| Chairing | <input type="checkbox"/> |
| Consensus building | <input type="checkbox"/> |
| Energy and Enthusiasm | <input type="checkbox"/> |
| Strategic thinking | <input type="checkbox"/> |
| Governance | <input type="checkbox"/> |

Do you have anything you wish to contribute to the Town Council not mentioned above either in terms of experience, knowledge or skills?

Please tell us your reasons for wishing to become a Town Councillor?

Although you have no experience as a Town Councillor what is your perception of the role of a Garstang Town Council?

Are there any factors, other than exceptional circumstances, that might prevent you from regularly attending the Town Council Meetings (3rd Monday evening – monthly)?

Are there any local issues that you are particularly interested in that you believe could be of benefit to the community?

What are your hobbies/interests?

Lastly are there any questions you would like to ask us?

As a councillor representing your community you will help keep it a great place to live and work. You will be supported in your role and will be expected to undertake training. You should be comfortable working electronically. You should have a positive outlook and a can-do attitude and be willing to work as part of a team.

Signed..... Date...../...../20.....

Please return to the Town Clerk; contact details on letterhead