Apply to be a Parish Councillor

# What is Theale Parish Council?

Parish councils are the lowest tier of local government. Unlike West Berkshire Council, Theale Parish Council is closest to the electorate.

It enables local people to implement positive change in the community.

# What does it do?

Theale Parish Council:

Provides local amenities such as the play park, skate park, & outdoor recreational spaces

Manages hire of the sports pitches, the Peter Gooch Room & John Cumber Hall

Hosts community events

Represents the needs of villagers on issues such as planning, infrastructure, the environment, health, and wellbeing.

# What does being a parish councillor involve?

As a councillor you become a voice for your community and effect real change. Councillors are community leaders and should represent the aspirations of the public that they serve.

Councillors are summoned to attend monthly council meetings (usually on the first or second Monday of the month at 7:30pm) and additional committee meetings as required. Councillors are expected to prepare adequately for these meetings. They are also expected to assist with events such as the Summer Fete, Remembrance Day Procession and Christmas Market, and support the work of the parish office on various short-term projects.

A councillor is an unpaid position, but you will be reimbursed reasonable expenses incurred whilst doing council activities.

# What skills do I need?

Theale Parish Council wants to hear from you if you are:

* public-spirited
* willing to volunteer to help (and able to commit the time)
* a good communicator
* a team player

It would be helpful to have a knowledge of Theale village and its surrounding area.

# Code of Conduct

As a public office holder, councillors can be held accountable for their behaviour and actions. The role of councillor is one that people should aspire to. All councillors agree to follow the Code of Conduct, which states the general principles of conduct expected of all councillors.

# Eligibility criteria

To apply, you must:

* be over 18 years old and
* be a British citizen or a citizen of the Commonwealth or a member state of the European Union and
* have lived in or within three miles of Theale parish for at least 12 months   
   **or** have worked in Theale parish for at least 12 months.

A person may be disqualified for election or being a member of a local authority under certain circumstances.[[1]](#endnote-2)

# Application process

To apply, please complete the Appendix: Councillor application form on pages 3 to 4, and return to:

Theale Parish Council

The Pavilion

Englefield Road

RG7 5AS

[clerk@thealeparishcouncil.gov.uk](mailto:clerk@thealeparishcouncil.gov.uk)

The deadline for applications is **11:59pm on Sunday 19th May 2024**.

Applicants will be invited to attend the council meeting held on Monday 3rd June at 7:30pm, at which the council will vote to co-opt members for the vacancy.

# More details

For more details, please explore the council’s website ([www.thealeparishcouncil.gov.uk](http://www.thealeparishcouncil.gov.uk)) and see the following document:

* The Good Councillor’s Guide 2023

Please contact the parish office using the contact details above for more information.

Appendix: Councillor application form

|  |  |  |  |
| --- | --- | --- | --- |
| **A. PERSONAL DETAILS** | | | |
| Full name |  | | |
| Home address |  | | |
| Postcode |  | |
| Work address *(if your home address is not within THREE miles of Theale parish)* |  | | |
| Postcode |  | |
| Telephone number |  | | |
| Email address |  | | |
| Date of birth |  | | |
| I am a British citizen or a citizen of the Commonwealth or a member state of the European Union | | | YES / NO |
| I have lived in or within three miles of Theale parish for at least TWELVE months | | | YES / NO |
| I have worked in Theale parish for at least TWELVE months | | | YES / NO |

*continued on the next page*

|  |
| --- |
| **B. MOTIVATION, SKILLS & QUALITIES** |
| Why would you like to be a parish councillor? |
|  |
| What skills and qualities would you bring to the role? |
|  |

1. . . . [A] person shall be disqualified for being elected or being a member of a local authority . . . if he—

   (a) holds any paid office or employment (other than the office of chairman, vice-chairman, deputy chairman, presiding member or deputy presiding member or, in the case of a local authority which are operating executive arrangements which involve a leader and cabinet executive, the office of executive leader or member of the executive) appointments or elections to which are or may be made or confirmed by the local authority or any committee or sub-committee of the authority or by a . . . joint committee or National Park authority on which the authority are represented or by any person holding any such office or employment; or

   (aa)holds any employment in a company which, in accordance with Part V of the Local Government and Housing Act 1989 other than section 73, is under the control of the local authority; or

   (b) is the subject of a bankruptcy restrictions order or an interim bankruptcy restrictions order, or a debt relief restrictions order or interim debt relief restrictions order under Schedule 4ZB of the Insolvency Act 1986];

   (c) . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

   (d) has within five years before the day of election or since his election been convicted in the United Kingdom, the Channel Islands or the Isle of Man of any offence and has had passed on him a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine; or

   (e) is disqualified for being a member of the relevant council under Part III of the Representation of the People Act 1983 or for being a charter trustee under the Audit Commission Act 1998, and in this paragraph “the relevant council” means the council of the county or district in which is comprised the area for which charter trustees are established by any statutory instrument made under Part II of the Local Government 1992.

   *Local Government Act 1972, s 80(1)* [↑](#endnote-ref-2)