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NOTICE OF CO-OPTION OF ONE PARISH COUNCILLOR August 2026

The Electoral Services Department of Fenland District Council has confirmed that the regulation 10 requests from electors have not been fulfilled and the Parish Council can now fill the casual vacancy by co-option.

If you are interested in serving as a Parish Councillor, please write to the Parish Clerk confirming that you are qualified to be a Councillor (see Co-option procedure below), include your CV and a brief explanation of why you are interested in joining the Parish Council. The Council meets once a month on the second Tuesday in the month. If you would like to know more about the role and for an application form, please contact the Clerk.

The closing date for written submissions of interest is Friday 28th August 2026.

Candidates will be invited to speak (maximum of 3 minutes) at a Special interview meeting to be held on Tuesday 1st September in the small room at the Parish hall, after which a secret ballot by Councillors will take place at the following Full Council meeting on Tuesday 8th September.

Full details of the process are available from the Parish Clerk – details above.

This notice is available on the Parish Council website: <https://wimblington-pc.gov.uk/>

Co-Option Procedure

The advertisement to co-opt will include:

- The method by which applications may be made
- The closing date for all applications
- A contact point to obtain more information

Existing Members may point out the vacancies and the process to any qualifying candidate(s).

Any candidate(s) found to be offering inducements of any kind will be disqualified.

Eligibility of the candidate(s) will be confirmed by the Clerk.

All eligible candidates will be invited, by email or letter, to attend an interview evening following the application deadline. If candidates are unable to attend, this meeting **will not** be rearranged. The co-option will still take place and voting on this vacancy will be subsequently based on this meeting and the candidate application form, at the following Full Council meeting.

All members will receive copies of candidate applications, along with the invitation to attend a Special interview evening, following the application deadline. Candidate names will be displayed on the agenda of the following Full Council meeting at which the co-option voting will occur. No other details apart from the candidates' names will be displayed. Candidate applications are strictly confidential.

A Special interview meeting will be arranged for candidates to make a brief verbal presentation to members, outlining their relevant skills and experience. Each candidate in turn (alphabetically, by surname) to speak for a maximum of three minutes. After presentations, members may ask candidates questions if considered necessary.

If one or more candidates is unable, for bona fide reasons, to attend the Special interview meeting, Members will still consider the candidate without the candidate being allowed to address the Members at the following Full Council meeting. The decision as to whether to accept the candidate's reasons for not attending the meeting shall be made by the Clerk and that decision is final. Voting will be by secret ballot as per Wimblington Parish Councils' Standing Orders.

A successful candidate must have received an absolute majority vote by those Councillors present. If there are more than two candidates for one vacancy and not one of them at the first count receives a majority over the aggregate votes given to the rest, steps must be taken to strike off the candidate with the least number of votes and the remainder must then be put to the vote again. This process must, if necessary, be repeated until an absolute majority is obtained. In the case of an equality of votes in the final round of voting, the Chairman has the casting vote.

If there is more than one vacancy and the number of candidates equals the number of vacancies, all the vacancies may be filled by a single composite resolution, but if the number of candidates exceeds the number of vacancies each vacancy must be filled by a separate vote or series of votes.

The Council is not obliged to fill all vacancies but must take steps to advertise for further co-options or hold an election to fill vacancies.

Successfully co-opted candidates become Councillors in their own right, with immediate effect, and are no different to any other member.

The co-opted members will be asked to sign a Declaration of Acceptance of Office to agree to be bound by the Local Government Code of Conduct. They may then take their seat at Council.

Any application can be considered in the candidate(s) absence, but if successful, members would need to agree for him/her to sign the Declaration of Office either before or at the next meeting.

The clerk will notify Electoral Services of the new Councillor appointment and advise the new Councillor that he/she should complete their Register of Interests within twenty-eight days of being appointed.

As soon as practicable following their co-option, members will be invited to attend an Induction and Training session with the Parish Clerk.

Qualifications for being a local Councillor You must be over 18 years old AND

1. Be an elector
2. Be a Commonwealth citizen (which includes being a British citizen) or a citizen of the European Union
3. For the whole of the twelve months before the date of the co-option either
 - Have resided in the locality or within three miles of it, OR
 - Have occupied any premises or land as owner or tenant therein, OR
 - Had your principal or only place of work there (such work need not be paid but must be substantial)

You are disqualified from being a local Councillor if:

1. you hold any paid office, employment or other place of profit in the gift or disposal of Wimblington Parish Council, or any committee or sub-committee thereof **OR**
2. you are subject to a bankruptcy restrictions order or an interim order **OR**
3. you have within five years before the co-option or since been convicted in the UK, Channel Islands or Isle of Man of any offence and been sentenced to imprisonment (suspended or not) for not less than three months without the option of a fine **OR**
4. you are convicted of offences involving corrupt or illegal practices under Part III of the Representation of the People Act 1983 **OR**
5. you have been convicted for the failure to register or declare disclosable interests under the Localism Act 2011 (England)
<https://www.legislation.gov.uk/ukpga/2011/20/section/1>