

2019 Parish and District Elections

Although responsibility for Elections lies with Returning Officer (RO) of the District/Borough, the RO may seek the assistance of Parish Clerks (who may decide the extent of their involvement). The cost of Parish Elections is passed onto the Parish from the District. Estimated costs have been advised and built into the 2019/20 budget.

Timetable:

Between 15th and 26th March Election Notices issued – RO must ensure placed in conspicuous place or places and will send further copies to Clerks to supplement publicity. There is likely to be an obligation on the Clerk to post the notices throughout the election period on behalf of the RO.

3rd April – 4pm deadline for delivery of nomination papers –

Cllrs who intend to stand again must complete nomination papers.

Ensure that all qualifications are ticked, and enter address in full for each qualification

Ensure that 1a – Nomination; 1b – home address form; and 1c – consent are all completed (candidates can state on home address form that they don't want their address published.

Don't forget that the six word description is what is printed on the Ballot Paper if election is contested and goes to poll.

Check proposers and seconders are on the latest Electoral Register – this can be viewed at District Council offices.

Ensure that the date on the Consent to Nomination for the Candidate and Witness are the same (otherwise not valid)

Nomination papers must be submitted by hand not later than 4pm 3rd April (also applies to existing Councillors).

A withdrawal of Nomination must also be delivered (signed by candidate and one witness) to the RO not later than 4pm on 3rd April.

4th April – Statement of Persons Nominated published by the RO.

Election - 2nd May

In a contested Election candidates may produce literature bearing name of printer and publisher.

All candidates must account for their expenditure (limited to £740 plus 6p for each elector in Parish) including 'nil' returns – full costs are borne by the candidate and are not refunded.

Pre election Period

From issue of the Notice of Election to the day of the election the Parish Council should not publish any publicity on controversial issues or report views in such a way that...it identifies them with any individual members or groups of members.

After the election the RO gives notice to the Proper Officer of those elected. Chair of the Parish Council remains the Chair until the opening of the 1st meeting of the Parish Council and election of a new Chair.

Clerk will prepare information for website about election and a welcome pack for new Councillors.