



# Huntingdon Town Council

Town Hall, Market Hill, Huntingdon, PE29 3PJ  
Tel: 01480 410383

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website: [www.huntingdowntown.gov.uk](http://www.huntingdowntown.gov.uk)

**Town Clerk: Philip Peacock**

## Co-option Application Form for ..... Ward

Full name	
Home address	
Postcode	
Telephone number	
Mobile telephone number	
Email	
Political Affiliation or Independent	

**PLEASE ANSWER THE YES/NO QUESTIONS CAREFULLY AS THEY SET OUT THE LEGAL QUALIFICATIONS FOR BEING A TOWN COUNCILLOR**

### QUALIFICATIONS

1 - Are you a British citizen, a Commonwealth citizen, or a citizen of a European Union country? Yes/No

2 - Are you 18 or over? Yes/No

(You only need one of the following four qualifications but please say Yes to all that apply)

3 - Are you on the electoral register for the Town? Yes/No

4 - Have you lived either in the Town, or within three miles of its boundary, for at least a year? Yes/No

5 - Have you been the owner or tenant of land in the Town for at least a year? Yes/No

6 - Have you had your only or main place of work in the Town for at least a year? Yes/No



Twinned with:  
Salon de Provence, France  
Wertheim am Main, Germany  
Szentendre, Hungary  
Gubbio, Italy



A Charter Town since 1205

## DISQUALIFICATIONS

7 - Are you the subject of a bankruptcy restrictions order or interim order? Yes/No

8 – 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 (whether suspended or not) for a period of three months or more without the option of a fine? Yes/No

9 – Are you disqualified by order of a court from being a member of a local authority? Yes/No

## 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 Town Council work in general
- Knowledge of Huntingdon Town Council's work specifically
- Knowledge of the local authority involved within Cambridgeshire
- Knowledge of the local statutory agencies involved with the Town Council's work
- Knowledge of national policy concerning the Town Council's work

### 2 - General to Town Council

- Knowledge of the local area in general
- Knowledge of current good practice for charities
- Experience of other voluntary organisations (as committee)
- Experience of other voluntary organisations (as staff or volunteer)
- Campaigning
- Partnership Working
- Community Development

### 3 - Management/Organisation

- General Management
- Financial Management
- Project Management
- Monitoring and Evaluation
- Planning
- Policy Making

### 4 - Professional

- Law
- Accounting
- IT
- HR
- Marketing/PR
- Training/Development
- Other please indicate:

### 5 - Committee

- Chairing
- Consensus building
- Energy and Enthusiasm
- Strategic thinking
- Governance

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 may not have experience as a Town Councillor what is your perception of the role of a Huntingdon Town Council?

The Town Council holds its committee meetings on Thursdays during the evening. (Unfortunately, under present legislation the Town Council is not permitted to contribute to the cost of councillors' childcare or care of dependants.) Will this impact on your ability to attend meetings? Yes / No

Are there any factors, other than exceptional circumstances, that might prevent you from regularly attending the Town Meetings? Yes/No

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

What are your hobbies/interests? Please state:

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

As a Town 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.....

By completing this application, you are invited to attend the Town Council meeting scheduled for 6.30pm Tuesday 31<sup>st</sup> May and will be invited to address Members for up to 3 minutes

**Closing date for all applications 12 noon Friday 27<sup>th</sup> May**

Please return to the Town Clerk Mr Philip Peacock [philip.peacock@huntingdowntown.gov.uk](mailto:philip.peacock@huntingdowntown.gov.uk)