

COPYTHORNE PARISH COUNCIL – SEPTEMBER 14TH 2021

Item 4 – To consider co-option to fill the vacancy for a councillor in Copythorne North Ward

BACKGROUND

As I reported at the Council meeting on July 13th 2021 the “Notice of Vacancy to be filled by Co-Option” for the councillor vacancy in Copythorne North Ward was placed on all of our noticeboards and website on June 11th. The closing date for applications was August 23rd 2021 and any eligible candidates will be considered at the Council meeting on September 14th 2021.

Two eligible candidates have applied, in alphabetical order they are Sarah Coombs and Richard Fowler. Copies of their application forms are attached.

PROCESS

As detailed in our Co-Option Policy the process to be followed for two candidates is:-

At the co-option meeting, candidates will each be given five minutes maximum to introduce themselves to the parish councillors (members); give information on their background and experience; and explain why they wish to become a member of the Parish Council. The process will be carried out in the public session and there will be no private discussions between members prior to a vote being taken. However, where the Parish Council is discussing the merits of candidates and inevitably their personal attributes, this could be prejudicial, and the Parish Council should resolve to exclude the members of the press and public.

As soon as all candidates have finished giving their submissions, the Parish Council will proceed to a vote with each candidate being proposed and seconded by the councillors in attendance (as defined in the Standing Orders) and a vote by a show of hands (LGA 1972 Sch. 12. Para 13).

A recorded vote may be requested under Standing Order 3(s) so as to show whether each councillor present and voting, gave his/her vote for or against that question.

In order for a candidate to be co-opted to the Parish Council, it will be necessary for them to obtain an absolute majority of votes cast (50% + 1 of the votes available at the meeting).

If present, a candidate who is co-opted will sign at the co-option meeting a Declaration of Acceptance of Office, including an undertaking to abide by the Parish Council’s Code of Conduct, and may take office thereafter. If not present, a co-opted candidate will sign the Declaration of Acceptance of Office either before or at the next meeting of the Parish Council.

The Clerk will notify New Forest District Council Electoral Services Office of the co-option of the new parish councillor.

The co-opted parish councillor will complete a Notification of Disclosable Pecuniary and Other Interests form which the Clerk will lodge with the Monitoring Officer at New Forest District Council within 28 days of the co-option.

David Rigby

Clerk to Copythorne parish Council

August 24th 2021

APPENDIX A

COPYTHORNE PARISH COUNCIL CO-OPTION APPLICATION FORM

Name: Sarah Coombs	
Address: [REDACTED]	
Telephone Number: [REDACTED]	
Email Address: [REDACTED]	
Are you 18 or over? Yes / ☒ No	
Which ward do you wish to apply for? Please tick:	
Copythorne North ☒	Copythorne South ☐

Please detail any experience you may have that is relevant to Copythorne Parish Council (if necessary continue onto a separate sheet)

Copythorne Parish Councillor for North Ward 2015 – 2019.

14 years experience in setting up and running family business within the carpentry sector – administration/financial/customer faced.

Worked for 17 years in cartography and administration at the Ordnance Survey.

I am a confident achiever and have always had excellent relationships with colleagues and friends.

I am hard working and extremely dedicated.

I have a very good sense of humour and a natural ability to put people at ease.

I develop and continually improve in any surroundings - with a willingness to adapt.

I have an excellent working knowledge of Microsoft Office including Excel and Word with a 20+ year experience in an administrative/financial environment, including use of a personal computer and the ability to adapt to new computer systems and applications

I am an excellent time keeper, with the ability to prioritise and keep to schedule.

I have excellent communicational skills with proven high levels of customer care and interaction with the public.

I have the ability to remain calm when under pressure especially when handling difficult situations.

Proven experience of working as part of a team and liaising with managers.

The ability to use own initiative.

I have a proven record of suggesting improvements and have been financially acknowledged for this at the Ordnance Survey.

I am professional, understanding and discreet with anything of a confidential nature.

APPENDIX A

COPYTHORNE PARISH COUNCIL CO-OPTION APPLICATION FORM

Name: Richard Fowler	
Address: [REDACTED]	
Telephone Number: [REDACTED]	
Email Address: [REDACTED]	
Are you 18 or over? Yes	
Which ward do you wish to apply for? Please tick:	
Copythorne North ☒	Copythorne South ☐

Please detail any experience you may have that is relevant to Copythorne Parish Council (if necessary continue onto a separate sheet)

As a person I have a varied background; as a child I grew up on my parent's farm before starting my first business at the age of 18. Since then, I have mainly run my own successful businesses. I have been a landlord myself for many years and therefore have a keen interest in property, especially period properties and their importance in our heritage.

My current business is in property management and rentals whereby we manage a large number of properties in Southampton. This has given me the experience of balancing the needs and demands of tenants whilst meeting the expectation and in many cases the financial constraints of Landlords – a skill that I feel would put me in good stead for that of a Parish Councillor.

Outside of work, I am very keen on conservation, nature and preserving the countryside. My partner and I are members of various organisations including the National Trust and the Wildlife Trust.

Since our move to Cadnam in March 2020, we have been running our property as a small holding and therefore have a vested interest in animal husbandry. As Commoners, we are looking forward to our first Pannage season. We have also experiencing first-hand many of the challenges facing farmers and small holders in the area.

Over the last few months, I have also grown a keen interest in looking at ways to become more energy efficient at home and have been exploring and understanding green energy alternative energy.

I feel I have the mindset to identify problems and help find solutions whilst balancing expectations of all. I also have a very composed approach to life and look at matters objectively, whilst considering all points of view before forming my own opinion on the matter.

Having spent most of my life as a bit of a work-a-holic, my move to Cadnam last year has seen a massive lifestyle change. I feel now is a good time to put my skills to help others and the local community.