

CODDENHAM PARISH COUNCIL

Agenda Paper

Tuesday 19th February 2019



Report to Council

Item 8. To **RECEIVE** the Clerks Report

Precept Demand Form

The form on which the Parish Council claims the precept for 2019/20 requires the signature of the Chairman and two Councillors sitting at a formal meeting of the Council. The precept of £30,872, was agreed at the Parish Council meeting on 27th November 2018. The Clerk will present the completed demand at Council for signatures.

Arrangements for the Election of the Parish Council – May 2019

Councillors will be aware that their term of office ends this year and that there are town and parish council elections scheduled for Thursday 2nd May 2019. If contested, the poll will be combined with the Babergh & Mid Suffolk District Council elections. Nomination papers are provided herewith for all sitting members.

The Notice of Election will be posted from March 12th 2019 and the Parish Clerk will provide nomination packs to any interested parties on request. Nomination papers can be completed immediately but they **must not** be dated before the 12 March.

The nomination paper and consent to nomination form must be **hand delivered** by the candidate or someone acting on their behalf to the Electoral Services Team, Babergh & Mid Suffolk District Council Offices, Endeavour House, 8 Russell Road, Ipswich, Suffolk IP1 2BX.

It is a legislative requirement that the District Authority can only accept nomination papers from Tuesday 12th March to Wednesday 3rd April 2019, between the hours of 9am and 4pm Monday to Friday (excluding bank holidays and weekend). Anyone wishing to deliver a nomination paper must call 01449 724684 to make an appointment so that an officer is available to accept them.

To ease the pressure on the Returning Officer's staff, Parish Clerks have been allocated appointments to facilitate the delivery of batches of nomination papers from their Parish. The Clerk will be available at the Village Hall to collect nominations **between 11am and midday on Friday 15th March** which will be taken immediately to the Returning Officer by 12:30pm on that day. This will enable the elections team to undertake an informal check of the nomination and give a greater opportunity for the candidate to correct any errors which would otherwise make the nomination invalid.

Please note that the deadline for delivery of nomination papers is strictly 4.00pm on Wednesday 3rd April 2019. Any nominations received after this time will not be valid.

The following links may also be helpful:

Coddenham Parish Council

Electoral Commission Rules & regulations and forms:

<https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/local-elections-in-england>

Become a councillor: <https://beacouncillor.co.uk/>

These elections will be combined with District Council elections (if contested). The following amounts are an indicative estimate of the likely charge to the Parish Council which include the appropriate reduction for costs that can be shared with the District Council elections.

Charge for Contested 4-yearly election	£ 1557.94
Charge for Contested 4-yearly election combined with District Election	£ 954.85
Charge for uncontested election	£ 110.78

Info Box

Mr Chapman has advised he wishes to retire from looking after the Village Info Box. The Clerk will advertise the need for a replacement volunteer on the Parish website.

Peter Whitehouse

Parish Clerk