

Procedure for a Casual Vacancy

1. In the event of a resignation or another reason for creation of a vacancy the clerk will immediately contact the District Council electoral registration office on the effective date of the vacancy and request the initiation of the advertising of the notice of vacancy.
2. If this advertisement does not initiate the 10 signatures of electors in the period of time required by legislation (at present 14 working days) move to the co-option process step 3, otherwise the election process will be followed.
3. The co-option process will be advertised within 21 days of the end of the time for notice of vacancy.
4. The co-option notice will include the final date for acceptance of requests for consideration (35 days after the date of notice) and the number of vacancies.
5. The notice will be placed on all the Parish Council notice boards (11), on its website, on its social media, and in the next newsletter.
6. All candidates will be expected to put their request for consideration in writing with the following additional information; reason for wishing to be councillor, previous community/council work, other skills they can bring to the council.
7. Discussion will take place in council session without intervention from the candidates or public.
8. A vote will then be taken by signed ballot, all qualifying candidates will be considered.
9. The applicant with the least number of votes cast will be deleted and the vote taken again and again etc. until the number of candidates equals the number of vacancies.
10. Candidates will be furnished with a full agenda of the meeting at which they are to be considered for election with the code of conduct and standing orders of the council. The successful candidates can immediately sign their declaration of acceptance of office and can then act as councillors. The Register of Interest will be filled in within 28 days and a copy passed on to the monitoring officer.

EUXTON PARISH COUNCIL

GENERAL INFORMATION ABOUT A PARISH COUNCIL

A Parish Council is a body of eligible volunteer Councillors with a Chairman and Vice Chairman. The number of Councillors is reviewed by The Boundary Committee for England which is a committee of The Electoral Commission for England - Euxton has 18 Councillors.

The Parish of Euxton is divided into 3 wards - North East, North West and South, served by a total of 18 parish councillors.

The population of Euxton, taken from the 2011 census was 9,993, but this has grown and now may well exceed 13,000 people.

The electorate for the village is 11,096 as at 1 November 2018 – these are residents of 18 years and over who are registered on the voters role here.

Euxton covers an acreage of 2,915, which is 1,177 hectares.

There were, at the last count, 5,583 (Nov18) properties in Euxton, and this is constantly rising due to the building and completing of new homes in the village.

The village is split by wards, as below.

Euxton North West (Runshaw Lane both sides, Greenside estate, Firbank and Brookside north of Chapel Brook, Cedar and surrounding Avenues, all Wigan Road from Packsaddle Bridge to Chapel Brook, School Lane, Euxton Lane to the crossroads with Pear Tree Lane, Cherryfields and the Canonswood estate). Euxton North West has an electorate of around 4,012 and 8 Parish Councillors.

Euxton North East (Whinney and Pear Tree Lanes, Buckshaw Village to the roundabout at Main Street, Euxton Lane from the crossroads with Pear Tree Lane to Badgers Walk and Brook House Grove). Euxton North East has an electorate of around 3,559 and 2 Parish Councillors.

Euxton South (Dawbers Lane, all properties off Wigan Road which are south of Chapel Brook, Balshaw Lane and the two estates each side, Church Walk and Casterton). Euxton South has an electorate of around 3,525 and 8 Parish Councillors.

The whole Council is subject to an election every 4 years approx., the last being in May 2018, the next will be 2022 whereupon the parish representation will change following a Chorley electoral boundary review which will only be finalised in March 2019.

The Parish Council obtains its funding from the local element of residents' council tax which is listed separately on residents bills.

The Council is a body and is distinct from its members (either as individuals or collectively) and its' acts, assets and liabilities are its own and not those of its members.

Councillors are volunteers and as such receive no payment. They give their time freely to attend meetings. There are programmed full council meetings which are held one each month, on the third Thursday beginning at 7.15 pm (except August).

The Parish Council depends on its members being able to make time to attend the meetings and there is a clause within the Standing Orders which sets a limit to the number of consecutive meetings you may miss before being replaced. *(Standing Orders are the rules a Parish Council adhere to besides The National Code of Local Government Conduct)*

Besides the full Council meetings there may be other meetings such as Extra Ordinary or Committee meetings.

The business of the Council is managed by the Clerk (an employee of the Council). The Clerk is not a Councillor and does not make decisions for the Council but does advise of developments, law, requirements etc. The Clerk manages the Council business such as financial matters, employee supervision, minutes, meeting arrangements, paperwork, agendas, notice boards, continuous projects, council assets, emergency repairs, equipment, supplies, land etc.

The Parish Council is responsible for the amenities it provides such as its own seats, notice boards, open space, play areas etc. Responsibility for other items such as public footpaths, street lighting, litter bins etc lie with the Borough or County Councils.

The Parish Council has input into matters which effect the village such as planning applications, these are controlled by the planning authority, which is Chorley Borough Council. The Parish is informed of planning applications and decisions and asked for its comments or recommendation.

The Parish Council is not party political. It is solely involved in issues, items and developments for the benefit of the village and its residents.

All decisions are decided by vote. Each Councillor has one vote with the Chairman of the Council having one vote, but also one casting vote, if needed.