

The Role of a Thame Town Councillor

Role

Town Councillor

Responsible to

All people who are resident in the Parish of Thame

Period of Service

Until May 2023 – may be re-elected.

Salary

This a voluntary position. The council can cover expenses and can pay an annual allowance of around £320.

Main Purpose

To represent the views of all residents within the parish

Responsibilities

- Determining how much money to raise through the council precept in order to deliver Town Council projects and services.
- Determining what services should be delivered by the Town Council. In Thame these currently include; Play Areas, Parks and Green Spaces, Town Hall, Information Centre, Market, High Street car parks, Nature Reserve, Grass Cutting, Bus Shelters, Street Furniture, Allotments, Grants, Fair Management and Annual Events (including Christmas event) and Saturday morning drop-ins.
- Influencing and shaping the town's development through the Thame Neighbourhood Plan and commenting on planning applications.
- Working to bring about improvements through local projects, lobbying other service providers and working in partnership with other councils and agencies.
- Working to identify issues which are important to the lives of the residents. Current projects that are supported include; Citizens Advice, Red Kite Family Centre, Thame Senior Friendship Centre and Thame Youth Projects.
- Working to improve the quality of life and the environment in the Town. The Thame Green Living Plan was adopted in July 2020. The Town Council currently provides financial support to Chinnor Rugby Club and directly supports Thame Football Partnership and Thame Town Cricket Club through capital finance and through ownership of the land.

Thame Town Council

- Thame Town Council is a third-tier council formed under the Local Government Act 1894.
- This third-tier is the one closest to the people of the town and therefore has the greatest potential for identifying, understanding and addressing the needs of the community.

- As well as meetings of the full Town Council there are a number of Committees and working groups.
Committees meet regularly to discuss relevant aspects and each councillor is required to serve on at least two committees. The Current Committees are; Policy and Resources; Planning and Environment; Community, Leisure and Recreation and Neighbourhood Plan Continuity.
Working Groups are formed as required and generally report through a Committee.

Composition of the Town Council

- The Parish of Thame covers the whole of the town of Thame, Thame Park and the hamlet of Moreton.
- Thame Town Council is made up of sixteen councillors who are all elected every four years. Eight councillors are elected for each of the two wards; Thame North and Thame South. The boundary between the two wards being along the centre of the High Street and East Street. Thame Park and Moreton are in the South ward.

The Town Mayor

- The council elects one of its number as Chairman of its meetings, they are known as the Mayor of the town. The Mayor must have served continuously on the Council for two years in order to be elected to this position under Standing Order 7. The Mayor also has a civic role representing the town at events in the town and local area.

Person Specification for a Thame Town Councillor

Essential Criteria

- Age over 18 and on the electoral register. There is no upper age limit.
- A resident of the parish of Thame
- (or live close to the town or work in the town or own a business in the town.)
- Able to attend regular Tuesday evening meetings.
- An interest in local issues and things that affect local people.
- An understanding and willingness to represent the views of the community.

Desirable Criteria

- Keen to improve the local environment and quality of life.
- An interest in learning and developing your role in the community.
- An understanding of how the council works and the rules governing what a councillor can and cannot do.
- Able to commit considerable time and effort into the role.
- Research has shown that an experienced councillor can commit up to ten hours per week to the job. As well as attending Council meetings, this may include; project research, engaging with residents and speaking on behalf of the council to other bodies.

Additional Information

- Full training in the special roles of a councillor will be provided. These will include; Code of Conduct, Planning, Local Government finance and Charing meetings.