

The Role of a Thame Town Councillor

Role

Town Councillor

Responsible to

All people who are resident in the Parish of Thame

Term of Office

Until May 2027.

Salary

This a voluntary position.

The council can cover expenses and pay an annual allowance of £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 include; Play Areas, Parks and Green Spaces, Town Hall, Information Centre, Market, Nature Reserve, Grass Cutting, Bus Shelters, Street Furniture, Allotments, Grants, Fair Management, Christmas Lights Switch-On, and much more.
- 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.
- Identifying issues and supporting projects which are important to the lives of the residents, such as; 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 line with the adopted Thame Green Living Plan.
- Providing financial and operational support to local sports clubs and community groups.

Thame Town Council

- Thame Town Council is a tier of local government formed under the Local Government Act 1894. This tier is the closest to the people of the town and therefore has the greatest potential for identifying, understanding, and addressing the needs of the community.
- There are council and committee meetings most Tuesday evenings. Each councillor is required to serve on at least two committees. The Current Committees are;
 - [Policy and Resources](#) (meets every 3 months)

- [Planning and Environment](#) (meets every 3 weeks)
- [Community, Leisure and Recreation](#) (meets every 3 months)
- [Neighbourhood Plan Continuity](#) (meets every 6 weeks)

Working Groups are formed as required and generally report through a Committee.

[Full Council](#) meets around 7 times a year, more as and when required. The [Personnel committee](#) meets at least twice a year, and is made up of the Mayor, Deputy Mayor, and Chairs of the other committees.

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 Chair of its meetings, they are also known as the Town Mayor. The Mayor must have served continuously on the Council for two years in order to be elected to this position. The Mayor also has a civic role representing the town at events in the town and local area. A Deputy Mayor is elected to deputise the chairing of council meetings and attend events in the Mayor's absence.

Person Specification for a Thame Town Councillor

Essential Criteria

- British or a citizen of the Commonwealth or European Union
- At least 18 years old
- Registered to vote in the area or have lived, worked or owned property there for at least 12 months before an election. 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 will be provided. Courses include; Code of Conduct, Planning, Local Government finance and Chairing meetings.