Full Council

Report Title:	**Co-Option**
Meeting Date:	**29 April 2025**
Contact Officer:	**Mandy Sturdy, Town Clerk** **Lizzie Fuller, Committee Services & Processes Officer**

Action Required

1. To consider the two applications received for the Councillor Vacancy.

2. To co-opt a Councillor for the Thame North Ward, to serve for the remaining term of office, until May 2027.

Background

3. Following the resignation of Cllr Champken-Woods and no by-election being triggered, a vacancy arose in the North Ward.

4. Applications were open from 27 March 2025 to 21 April 2025.

5. Two applications were received for the Councillor Vacancy (Appendixes A and B). **These documents contain personal information and should not be shared externally.**

6. The council is now asked to consider the applications received. The chosen candidate must receive a clear majority of votes. A guidance note for co-option at a Council Meeting is attached (Appendix C).

7. Each candidate has been invited to introduce themselves and, for consistency, has been sent 3 questions in advance which they will have 5 minutes to answer:
    a. What capacity do you have to be a Town Councillor?
    b. What do you think is the biggest challenge facing Thame and the Town Council?
    c. What is the best thing about Thame?

    These are the same questions asked to the co-option candidates in June 2023, April 2024 and March 2025. Councillors may wish to ask additional questions at the meeting.

Voting

8. From an administrative point of view, given that there is more than 1 application, it would be preferable to take the vote by ballot (this must be requested by a Member and a resolved by the Council). Members should be aware that any vote, including a ballot, is subject to a recorded vote if requested by a member[1], therefore the Town Clerk and Committee Services & Processes Officer will keep a record of the voting.

[1] Local Government Act 1972, Schedule 12, Paragraph 13(2)

9. A candidate must receive a majority vote in order to be co-opted. For example, if all 15 Councillors are present, a candidate needs to receive at least 8 votes. For example, if the vote fell 7-5-3, then the candidate scoring 3 would be removed and the process would be repeated until one candidate reached 8 votes.

Risk Assessment

10. It is important that the Town Council addresses any shortfalls in its membership, so it is fully able to represent its community.

Legal Powers:

- Local Government Act S89
- The Local Elections (Parishes and Communities) (England and Wales) Rules 2006

Recommendation

It is recommended…

i) To co-opt a Councillor for the North Ward, to serve for the remaining term of office, until May 2027.