

Shepherdswell *with* Coldred Parish Council

Co-option of Parish Councillor

Purpose:

To update members on the current vacancy and present the application received for consideration at the meeting on 18 March 2026.

Background:

A casual vacancy arose on the Parish Council and was duly advertised in accordance with statutory requirements and the Council's Co-option Procedure. The vacancy was open for expressions of interest until **2 March 2026**.

Applications Received:

By the closing date, **two applications were** received from local residents.

Next Steps:

In line with the Council's Co-option Procedure, members are asked to consider the applications at the meeting and determine whether to co-opt a candidate to fill the vacancy.

The application forms are attached to this explanation.

Co-option requires an absolute majority of votes of those present and voting.

If an applicant is co-opted, they will be invited to sign the **Declaration of Acceptance of Office** at the meeting and may then take their seat immediately.

If no applicant is co-opted, the vacancy will remain open and will need to be re-advertised.

Shepherdswell *with* Coldred Parish Council

Co-option Application Form

1. Personal Details

Full Name: David Cox

Address: [REDACTED]
Shepherdswell

Postcode: [REDACTED]

Telephone: [REDACTED]

Email: [REDACTED]

2. Eligibility to Serve as a Parish Councillor

To be eligible for co-option, you must meet *at least one* of the following criteria and **not** be disqualified under relevant legislation.

Please tick all that apply:

- I am registered as a local government elector for the parish.
- I have lived in the parish, or within 3 miles of it, for the past 12 months.
- I occupy as owner or tenant land or premises in the parish for the past 12 months.
- My principal or only place of work has been in the parish for the past 12 months.

Please confirm you are not disqualified from holding office:

- I confirm I am not disqualified under the Local Government Act 1972 or other relevant legislation.
-

3. About You

Why would you like to become a parish councillor?

(Please outline your motivation and what you hope to contribute.)

I have lived in the village since 2004 and would welcome the opportunity to contribute to its ongoing development. I am particularly interested in supporting initiatives that strengthen community cohesion and improve local services. I believe in transparent effective decision making by working collaboratively with fellow councillors.

What skills, experience, or interests would you bring to the council?

(Community involvement, professional background, local knowledge, etc.)

I am an active member of the Green Spaces Group working alongside the Parish Council to enhance village facilities. I am currently helping in the organising of this year's summer fete. I have experience in community involvement including serving as a school governor and managing an under 10 football team. Professionally I have built a career in IT and I believe the Parish Council would benefit from my experience.

4. Declarations

Are you willing to attend council meetings regularly and undertake training as required?

- Yes
- No

Are you willing for your name to be published as an applicant?

- Yes
- No

5. Signature

I declare that the information given in this application is true and complete.

Signature: David Cox

Date: 02/02/2026

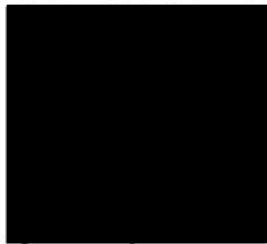
Shepherdswell *with* Coldred Parish Council

Co-option Application Form

1. Personal Details

Full Name: Matthew Thornton

Address:



Postcode:

Telephone:

Email:

2. Eligibility to Serve as a Parish Councillor

To be eligible for co-option, you must meet *at least one* of the following criteria and **not** be disqualified under relevant legislation.

Please tick all that apply:

- I am registered as a local government elector for the parish.
- I have lived in the parish, or within 3 miles of it, for the past 12 months.
- I occupy as owner or tenant land or premises in the parish for the past 12 months.
- My principal or only place of work has been in the parish for the past 12 months.

Please confirm you are not disqualified from holding office:

- I confirm I am not disqualified under the Local Government Act 1972 or other relevant legislation.

3. About You

Why would you like to become a parish councillor?

(Please outline your motivation and what you hope to contribute.)

Since moving to the heart of the village, I have sought to immerse myself in the community through my involvement with the Village Green Association. This village has been incredibly welcoming, and I am keen to give back by offering my time and energy to the Parish Council. Having worked in the Civil Engineering industry, I am used to demanding environments that require patience, clear communication and solution-oriented mindset. My goal is to use my professional and personal experience to help ensure our parish remains a vibrant, well supported place to live.

What skills, experience, or interests would you bring to the council?

(Community involvement, professional background, local knowledge, etc.)

I bring a unique combination of technical expertise and governance experience. In terms of leadership, I served on the committee of the London and Surrey Mini Owners Club for over twenty years, including seven years as Chairman. Managing the UK's largest regional Mini Club required high-level organisation, financial oversight, and the ability to build consensus through effective chairing of meetings. My interests are rooted in local life. I am eager to apply my skills and experience in community leadership to help maintain and improve our local environment.

4. Declarations

Are you willing to attend council meetings regularly and undertake training as required?

- Yes
- No

Are you willing for your name to be published as an applicant?

- Yes
- No

5. Signature

I declare that the information given in this application is true and complete.

Signature: _____

Date: _____

08/02/2026