



Newcastle Higher Community Council

Newcastle Higher Community Council currently has 1 vacancy for the role of Councillor within the Aberkenfig ward.

The vacancy will be filled through the process of co-option. Co-opted Councillors have the same rights and responsibilities as those Councillors who obtain office through election. All members of the community are welcome to apply. The Council is committed to achieving a balanced composition of Councillors that reflect the community of Pen Y Fai and Aberkenfig

Councillors are expected to attend the monthly meetings of the Council. These take place on the second Tuesday of each month (except August).

The role is varied and enables local people to use their skills and experience to enhance the work undertaken by the Council for the benefit of the community.

The position of Community Councillor does not attract any remuneration, but an allowance of £150 p.a. is payable towards expenses.

All current and co-opted Councillors will serve a term until 2027.

Applications will be considered at the next Council meeting in November 2023.

The web-link to check your eligibility to become a Councillor is <https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-and-community-council-elections-wales>

If you would like an informal chat about what the role entails with one of our Community Councillors, please contact the Clerk on 07510802408 or email: clerknewcastlehigher@gmail.com

Please submit your Expression of Interest by 5th November 2023 to Harris Stone, Clerk & RFO to NHCC, Email your application to clerknewcastlehigher@gmail.com alternatively you can submit a written application (Please contact the clerk for address details)



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CO-OPTED COUNCILLOR PERSON SPECIFICATION

Personal Attributes

- Sound knowledge and understanding of local affairs and the local community.
- Forward thinking
- Can bring a new skill, expertise or key local knowledge to the Council.

Experience, Skills, Knowledge and Ability

- Ability to listen constructively
- A good team player
- Ability to pick up and run with a variety of projects
- Solid interest in local matters
- Ability and willingness to represent the Council and their community
- Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others views and accept majority decisions.
- Ability to communicate succinctly and clearly.
- Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff.
- Ability and willingness to work with the Council's partners (e.g. voluntary groups, other Community Councils, principal authority, charities).
- Ability and willingness to undertake induction training and other relevant training.
- Experience of working or being a member in a local authority or other public body
- Experience of working with voluntary and or local community / interest groups
- Basic knowledge of legal issues relating to town and Community Councils or local authorities
- Experience of delivering presentations



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Application form for the role of community councillor On Newcastle Higher Community Council

Full name	
Home address	
Inc. Postcode	
Telephone number	
Mobile number	
Email	

It is a condition of being a Community Councillor for Newcastle Higher that your phone number and email address (official email address will be supplied) be made public via notice boards and website.

LEGAL QUALIFICATIONS FOR BEING A COMMUNITY COUNCILLOR QUALIFICATIONS

(To qualify you must be able to answer 'Yes' to both of the questions below)

Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country?	Yes / No
Are you 18 or over?	Yes / No

(To qualify you must be able to answer 'Yes' to at least one of the questions below)

Are you on the electoral register for the ward of Aberkenfig?	Yes / No
Have you lived either in the ward of Aberkenfig, or within three miles of its boundary, for at least a year?	Yes / No
Have you been the owner or tenant of land in the ward of Aberkenfig for at least a year?	Yes / No
Have you had your only or main place of work in ward of Aberkenfig for at least a year?	Yes / No

DISQUALIFICATIONS

(You must be able to answer No to all of the questions below to be eligible to serve as a councillor)

Are you the subject of a bankruptcy restrictions order or interim order?	Yes / No
Have you within the last five years been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a	Yes / No



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sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine?	
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Are you disqualified by order of a court from being a member of a local authority?	Yes / No
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1. Please tell us why you are interested in joining NHCC as a Community Councillor and the contribution you believe you could make to the work of the Council;

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2. What personal skills, qualities and/or experience could you bring to the role?

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3. Community Councillors play an important part of the first tier of local government, as such they are formally summonsed to attend Council meetings. Please confirm your availability and commitment to attend NHCC Council meetings and to participate in any sub committee activities that may be set up from time to time?

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Signed		Date	
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By signing this expression of interest, you give the Newcastle Higher Community Council permission to share your information with its Councillors for the purposes intended which is to consider and evaluate applications for the Co-option of new Councillors to the Council. To withdraw consent prior to the September meeting will mean expressions of interest will be treated as withdrawn.