

# VACANCIES FOR PARISH COUNCILLORS by CO-OPTION

(Friday 19<sup>th</sup> June 2026)



## PARISH COUNCIL

Kings Cliffe Parish Council currently has vacancies for 2 Parish Councillors, which will be filled by co-option in accordance with the Local Government Act 1972.

This is a great opportunity to get involved in your local community and help shape the future of Kings Cliffe.

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### About the Role

As a Parish Councillor, you will:

- Represent the views and interests of local residents
- Help make decisions on local services, facilities, and projects
- A desire to work proactively and collaboratively with other councillors and the Clerk/RFO for the benefit of the community
- Attend Council meetings (typically held monthly in the evening)
- To participate constructively in the governance of the parish.
- To participate fully in the formation and scrutiny of the parish council's policies, budgets, strategies and service delivery, including the Neighbourhood Plan.
- To ensure, with fellow councillors, the Parish Council is properly managed
- To keep up to date with significant developments affecting the Parish Council at local, regional and national levels.
- To be accessible and to represent effectively the interests of the Parish and deal with parishioner's enquiries, representations and complaints **without** prejudice.
- To prepare for, attend and participate in parish council meetings, decision making and abide by corporate decisions.
- To maintain proper standards of behaviour as an elected representative of the people and to treat everyone with respect.
- To fulfil the statutory and locally determined requirements of an elected member of a Local Authority and the Parish Council, including compliance with all relevant codes of conduct and to maintain high ethical standards.

- To represent the Parish Council on outside bodies to which the Councillor is appointed and report back activities
  - To participate effectively as a member of any committee or working party to which the Councillor is appointed.
  - To undertake appropriate training and development to help fulfil the requirement of the Councillor role.
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## Who Can Apply?

You must be:

- Aged **18 or over**, and
- A **British citizen, eligible Commonwealth citizen, or EU citizen**, and
- Meet at least one of the following:
  - Registered as a local government elector for Kings Cliffe;
  - Have lived, worked, or owned property in the parish (or within 3 miles) for at least 12 months

Candidates must not be disqualified under relevant legislation (e.g. certain criminal convictions, bankruptcy restrictions, or employment by the council) checked by a basic DBS.

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## What We're Looking For

We welcome applications from all members of the community. No previous experience is required, but we are particularly interested in individuals who:

- Are passionate about the local area
  - Can bring new ideas and perspectives
  - Are willing to work as part of a team
  - Have time to commit to meetings and parish matters
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## How to Apply

To apply, please submit:

- A short-written **statement (no more than one side of A4)** explaining:
  - Why you would like to become a Parish Councillor
  - What skills or experience you can bring to the role

Please send your application to: [Clerk@kingscliffe-pc.gov.uk](mailto:Clerk@kingscliffe-pc.gov.uk)

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## **Closing Date**

**Friday 3<sup>rd</sup> July 2026 – 12:00hrs**

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## **Additional Information**

The Parish Council is not obliged to fill the vacancy and may choose to re-advertise if necessary.

If you would like an informal chat about the role, please contact the Clerk/RFO:

**Lee O'Connor** - Clerk/RFO

[Clerk@kingscliffe-pc.gov.uk](mailto:Clerk@kingscliffe-pc.gov.uk)

**Kings Cliffe Parish Council** | <https://kingscliffe-pc.gov.uk>

C/O KC Active, Kingsmead, Station Rd, Kings Cliffe, PE8 6YH  
Tel: 07983124116