



**Get** involved  
make a difference

**Standing for Election to**

**St Just in Roseland Parish Council**

**in**

**May 2021**

**Cornwall Association of Local Councils**

[www.cornwallalc.org.uk](http://www.cornwallalc.org.uk)

## So, what do Councillors do?

Councillors make decisions that influence how the Council works. The decisions they make affect the lives of everyone who lives and works in Falmouth or comes to visit here. Councillors also help people get and access the services they need when they experience difficulties.

## If you are a Councillor, you will:

- represent everyone in your area
- be a community leader, bringing together partner organisations
- help sort out problems for the people you represent
- work with community groups, the police and others to get things done
- hold the Council and other public organisations to account for their performance and the decisions they make
- help agree the budget for the Council and the level of tax
- help decide which services the Council will provide
- be honest, open and abide by accepted standards of public life
- work with the Council Officers to help resolve issues in your Ward and receive their support to do your job
- explain and justify Council decisions and policies
- be a public figure and have your contact details published as a point of contact

## Could you do it?

It is important that the Council represents a cross section of all the walks of life of our community and that Councillors have different levels of education, knowledge and experience. Using your own skills and experience will help your council make a real difference to your council and your community.

You can stand for election as an independent Councillor or as a representative of a political party, but you must be their duly authorised candidate. You will serve a four-year term and will be required to attend at least one meeting per month.

## Does this sound like you?

- involved in community life
- confident
- keen to help people and prepared to listen
- determined
- flexible
- practical
- well organised
- keen to see community initiatives succeed
- good at communicating and working with people

## **'The Small Print'**

### **To be a Councillor you must:**

- be at least 18 years old
- be a British, commonwealth or EU citizen
- be on the electoral register, or have lived, worked or owned property in the parish for at least twelve months before the date of election
- you cannot be an employee of the council

### **How much time will it take?**

Every Councillor approaches their role differently, but it does require a significant commitment. You will have agreed to attend every meeting that you are nominated to. On average the Council meets once per month and runs a number of committees in support of its work. There will also be other informal meetings including Cornwall Council network meetings and other community organisations. You may also be appointed as a council representative to an outside body attending those meetings and reporting back to council.

### **Do I get paid?**

The Council will meet the cost of your approved training, travel and subsistence allowances for attending outside meetings. You may also claim expenses to cover mileage to cover authorised travel on behalf of the council.

### **What training will I receive?**

There will be induction training for all Councillors during the first six months. You must be available to attend these evening sessions which are essential to your work as a councillor. *[In addition, the Council has made it a requirement that Councillors undertake specific training for certain roles: e.g. to sit on the Planning Committee or the Staffing Committee, or to Chair a Committee.]*

As a Councillor you will be supported by the Clerk who will also support you in your role and will arrange any training identified to support you in your work.

### **Standards in Public Life**

The Council has signed up to the national requirement to have a code of conduct which promote standards in public life. You must agree to abide by this Code and meet the standards whenever you are acting as a councillor, or when the public would think that you are acting as a councillor. It is essential that you treat all people fairly and respectfully.

The Code of Conduct also requires you to complete a public register of your interests and those of your partner within the parish and this will be published on Cornwall

Council's website. As a Councillor you must declare your interests e.g. business, landholdings, personal etc that may influence the decisions of the Council.

## **Being a Councillor**

Depending on your interests and experience you could find yourself taking on particular responsibilities in your Council work. Whatever role you take on you will need to work closely with other members, Cornwall Councillors and our partner organisations.

Being a local representative : this is a rewarding part of the job and is the role of all councillors. You will work with others to raise issues on behalf of local residents.

Being a member of a Committee: e.g. Planning or Licensing say, where sometimes matters can be very controversial. Committees are a place for a real focus on specific areas of the council's work and a chance to get involved in the detail of decision making.

Being a council representative : as a councillor you will have opportunities to attend meetings of the Cornwall Council Community Network Panels and meetings of other organisations as a council representative. You will be able to feedback to the council on the work of others.

## **Working Together**

Councillors decide upon policies with advice from the Clerk, who is also there to put council decisions into practice. This is a close working relationship and mutual respect is important.

## **Structure of the Council**

We have 11 Councillors, 8 representing St Mawes Ward and 3 representing St Just in Roseland Ward.

We hold our Full Parish Council meetings on the 1<sup>st</sup> Monday of each month unless it is a Bank Holiday. A timetable will be provided to all successful Councillors at the first meeting.

Our Council has various committees, which has a number of Councillors on.

- Finance meet at least quarterly – 5 Councillors
- Planning meets at least once a month, but maybe twice – depending on the number of applications received– 5 Councillors
- Car Park meets at least twice a year – 5 Councillors
- Personnel meets at least twice a year – 4 Councillors
- Millennium Rooms Management and Roseland Visitor Centre meets at least twice a year – 4 Councillors

There is also representation on

- Gerrans and St Mawes AFC – 1 Councillor
- Percuil River Moorings - 1 Councillor

- Recreational Ground Committee - 2 Councillors
- Roseland Community Land Trust - 1 Councillor
- Roseland Cluster Group - 2 Councillors
- Roseland Outdoor Activity Centre - 2 Councillors
- St Just and St Mawes Heritage Group – 2 Councillors
- St Just Institute – 2 Councillors
- St Mawes Co Partnership – 2 Councillors
- St Mawes Memorial Hall – 1 Councillor

We manage:-

St Mawes & St Just in Roseland Toilets  
St Mawes Car Park  
St Just Lane Car Park  
Street Cleansing for the Parish  
Footpaths for the Parish  
Grass Cutting Contract for the Parish

### **Election timetable**

**Nomination papers available:** 22<sup>nd</sup> March 2021  
**Close of nominations:** 4pm 8th April 2021  
**Polling Day:** 6th May 2021

If you are elected to serve on the council, please remember to contact the Clerk as soon as possible to complete the process. You will take up office on Monday, May 10<sup>th</sup>, 2021 and the first meeting of the council will be held on **17<sup>th</sup> May 2021**.