Twywell Parish Council

Parish Clerk
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DECLARATION OF ACCEPTANCE OF OFFICE

A person elected or co-opted to the office of parish councillor shall, at or before the first meeting of the council following his election or co-option sign the below declaration of acceptance of office or, if the council so permits, the declaration may be signed at or before a later meeting. Failure to sign a declaration of acceptance of office shall result in the office becoming vacant. The Proper Officer shall retain copies of all signed declarations.

I Seamus Leahy[1] having been co-opted to the office of councillor[2] of Twywell Parish Council[3] declare that I take that office upon myself and will duly and faithfully fulfil the duties of it according to the best of my judgment and ability.

Signature: _____ Date: 9/1/2024

This declaration was made and signed before me,

Signature: _____ Date: 9/1/2024

Proper officer of the council[4].

Policy Control Sheet

Version:	01
Approved by:	Twywell Parish Council
Date Approved:	November 2023
Date of next review:	November 2024
Policy Owner:	Clerk - Helen Keech

(1) Insert the name of the person making the declaration.
(2) Insert "Member", "Chairman" or "Mayor" as appropriate.
(3) Insert the name of the authority of which the person making the declaration is a member.
(4) Where the declaration is made before another person authorised by section 83(3) of the Local Government Act 1972, state instead the capacity in which that person takes the declaration. A declaration for members of parish councils shall be made before a member or the proper officer of the council.

Document History			
Version	Date of Review	Author	Note of revisions
01	November 2023	Clerk - HK	