

SCHEDULE 2

Articles 6 and 9(1)(c)

PROVISIONS FOR APPOINTMENT OF PARISH MEMBERS OF THE BOARD

PART I

APPOINTMENT OF FIRST PARISH MEMBERS

General

1. In this Schedule—

“a completed nomination form” means a form complying with paragraph 5; and

“the start date” means the date this Order comes into force.

2. The first parish members of the Board shall be appointed in accordance with the election procedures set out in paragraphs 3 to 14.

3. Each of the 8 groups of parishes specified in Part IV of this Schedule shall appoint 1 parish member of the Board in accordance with the election procedures set out in paragraphs 4 to 14.

Notice of election and nomination of candidates

4.—(1) The Countryside Agency shall, not later than 15 days from the start date, give to each of the parish councils and parish meetings (if any) in each group of parishes specified in Part IV of this Schedule written notice of the election by that group of one parish member of the Board.

(2) The notice of election referred to in sub-paragraph (1) shall—

(a) be accompanied by a form of nomination by the parish council or the parish meeting, as the case may be, for one candidate for election as a parish member of the Board;

(b) state that the completed nomination form shall be delivered to the Countryside Agency not later than 57 days from the start date; and

(c) explain the effect of the provisions of this Part of the Schedule.

5. A completed nomination form shall—

(a) state the full name of the candidate, placing the surname first;

(b) state the home address in full of the candidate;

(c) state that the candidate is—

(i) a member of a parish council for a parish the whole or any part of which is comprised in the Cotswolds Area of Outstanding Natural Beauty, or

(ii) the chairman of the parish meeting of a parish, which does not have a separate parish council, the whole or any part of which is comprised in the Cotswolds Area of Outstanding Natural Beauty;

(d) if desired, give a description of the candidate in not more than 300 words in relation to that candidate’s appropriateness to be a parish member of the Board;

(e) be signed—

(i) on behalf of a parish council, by the chairman of that parish council or by one of the parish councillors of that council acting on his behalf; or

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- (ii) on behalf of a parish meeting of a parish which does not have a separate parish council, by the chairman of that parish meeting or by one of the local government electors for that parish acting on his behalf; and
- (f) include the consent of the candidate to nomination and that consent shall be signed by the candidate.

Decisions as to validity of nomination papers

6.—(1) Where a completed nomination form is delivered to the Countryside Agency in accordance with paragraph 4(2), the candidate shall be deemed to stand nominated unless and until—

- (a) the Countryside Agency decide that the completed nomination form is invalid;
- (b) proof is given of the candidate's death; or
- (c) the candidate withdraws.

(2) As soon as practicable after a completed nomination form has been delivered, the Countryside Agency shall examine it and decide whether the candidate has been validly nominated.

(3) The Countryside Agency are entitled to hold a nomination invalid only on the grounds that the requirements of paragraph 5 have not been complied with.

(4) Where the Countryside Agency decide that a nomination is invalid, they shall endorse and sign on the completed nomination form the fact and the reason for their decision.

(5) The Countryside Agency shall send notice of their decision that a nomination is valid or invalid to the candidate (at his home address as given in the completed nomination form) and to the parish council or parish meeting on whose behalf the completed nomination form was signed.

Notification of persons nominated

7.—(1) Not later than 79 days from the start date the Countryside Agency shall give to each of the parish councils and parish meetings (if any), within each group of parishes specified in Part IV of this Schedule, a statement of the persons who have been, and stand, nominated to be elected by that group of parishes.

(2) The statement shall show in alphabetical order the names, addresses and descriptions of the candidates as given in the completed nomination papers.

(3) In the case of a candidate nominated by more than one parish council or parish meeting, the Countryside Agency shall take the particulars required by sub-paragraph (2) as the candidate (or in default the Countryside Agency) may select.

Withdrawal of candidates

- 8.** A candidate may withdraw his candidature by notice of withdrawal—
- (a) signed by him and attested by one witness, and
 - (b) given to the Countryside Agency.

Method of election, and notification where election uncontested

- 9.** Where in respect of any group of parishes specified in Part IV of this Schedule—
- (a) one candidate remains validly nominated, that person shall be recorded by the Countryside Agency as being elected in respect of that group and the Agency shall forthwith—

- (i) give written notice thereof to that candidate and each of the parish councils and parish meetings (if any) within that group; and
 - (ii) give public notice of the name of the candidate elected;
- (b) more than one candidate remains validly nominated, a poll shall be taken in accordance with paragraphs 10 to 14.

Contested elections: the ballot

10.—(1) Where under paragraph 9(b) a poll is to be taken, the Countryside Agency shall give to each of the parish councils and parish meetings (if any), within the group of parishes in respect of which a poll is to be taken, a ballot paper.

(2) The ballot paper shall—

- (a) be prepared by the Countryside Agency;
- (b) include the names of the candidates as shown in the statement of the persons nominated in accordance with paragraph 7; and
- (c) be given to the parish councils and parish meetings as mentioned in sub-paragraph (1) at the same time as the statement of persons nominated is given in accordance with paragraph 7.

(3) Not later than 42 days from the receipt of the ballot paper, each parish council and parish meeting within that group may record on the ballot paper its vote for one candidate and shall forthwith deliver the completed ballot paper to the Countryside Agency.

Contested elections: counting of votes, equality of votes and recording the result

11. The Countryside Agency shall as soon as possible count the votes recorded in the ballot papers delivered in accordance with paragraph 10(3).

12. Where after the counting of the votes is completed, an equality of votes is found to exist between candidates and the addition of a vote would entitle any of those candidates to be recorded as being elected, the Countryside Agency shall forthwith decide between those candidates by lot and proceed as if the candidate on whom the lot falls had received an additional vote.

13. As soon as the result of the poll has been ascertained, the Countryside Agency shall, in respect of each group of parishes specified in Part IV of this Schedule, record the candidate with the greatest number of votes to be elected.

Contested elections: notification of the result

14. As soon as the Countryside Agency have recorded a candidate as being elected the Agency shall—

- (a) give written notice thereof to that candidate and to each of the parish councils and parish meetings (if any) within the group of parishes in respect of which that election was held; and
- (b) give public notice of the name of the candidate elected.

Retention of election papers

15. The Countryside Agency shall retain all documents relating to an election under this Part for a period of six months from—

- (a) in the case of an uncontested election, the giving of the public notice as mentioned in paragraph 9(a)(ii); or
- (b) in the case of a contested election, the giving of the public notice as mentioned in paragraph 14(b).

PART II

APPOINTMENT OF PARISH MEMBERS OF THE BOARD TO FILL A VACANCY

Notice of election and nomination of candidates

16. Where a vacancy in the membership of the Board is created by a parish member of the Board (“the former parish member”), the Board shall, as soon as practicable, give to each of the parish councils and parish meetings (if any) specified in the group of parishes which elected the former parish member written notice of the election by each of those parish councils and parish meetings of one parish member of the Board.

17. The notice of election referred to in paragraph 16 shall—

- (a) be accompanied by a form of nomination by the parish council or the parish meeting, as the case may be, for one candidate for election as a parish member of the Board;
- (b) state that the completed nomination form shall be delivered to the Board not later than 42 days from the receipt of the notice of election; and
- (c) explain the effect of the provisions of this Part of the Schedule.

18. Paragraph 5 (completed nomination form) shall apply to an appointment of a parish member of the Board under this Part as it applies to an appointment of a parish member under Part I.

Decisions as to validity of nomination papers

19. Paragraph 6 (decisions as to validity of nomination papers) shall apply to an appointment of a parish member of the Board under this Part as it applies to an appointment of a parish member under Part I but with the references to the Countryside Agency being construed as references to the Board.

Notification of persons nominated

20. The Board shall, as soon as practicable, give to each of the parish councils and parish meetings (if any) specified in the group of parishes which elected the former parish member a statement showing the persons who have been, and stand, nominated to be elected by that group of parishes.

Withdrawal of candidates

21. A candidate may withdraw his candidature by notice of withdrawal—

- (a) signed by him and attested by one witness, and
- (b) given to the Board.

Method of election, and notification where election is uncontested

22.—(1) Where one candidate remains validly nominated, that person shall be recorded by the Board as being elected and the Board shall forthwith—

- (a) give written notice thereof to that candidate and to each of the parish councils and parish meetings within the group of parishes in respect of which the election was held; and
 - (b) give public notice of the name of the candidate elected.
- (2) Where more than one candidate remains validly nominated, a poll shall be taken in accordance with paragraphs 23 to 25.

Contested elections: the ballot

23.—(1) Where under paragraph 22(2) a poll is to be taken, the Board shall give to each of the parish councils and parish meetings (if any), within the group of parishes in respect of which a poll is to be taken, a ballot paper.

(2) The ballot paper shall—

- (a) be prepared by the Board;
- (b) include the names of the candidates as shown in the statement of the persons nominated in accordance with paragraph 20; and
- (c) be given to the parish councils and parish meetings as mentioned in sub-paragraph (1) at the same time as the statement of persons nominated is given in accordance with paragraph 20.

(3) Not later than 42 days from the receipt of the ballot paper, each parish council and parish meeting within that group of parish councils and parish meetings may record on the ballot paper its vote for one candidate and shall forthwith deliver the completed ballot paper to the Board.

Contested elections: counting of votes, equality of votes and recording the result

24.—(1) Paragraphs 11 to 13 (counting of votes, equality of votes and recording the result) shall apply to an appointment of a parish member of the Board under this Part as it applies to an appointment of a parish member under Part I but with the references to the Countryside Agency being construed as references to the Board.

(2) As soon as the result of the poll has been ascertained, the Board shall record the candidate with the most number of votes to be elected.

Contested elections: notification of the result

25. As soon as the Board have recorded a candidate as being elected, the Board shall—

- (a) give written notice thereof to that candidate and to each parish council and parish meeting (if any) within the group of parishes in respect of which that election was held; and
- (b) give public notice of the name of the candidate elected.

Retention of election papers

26. The Board shall retain all documents relating to an election under this Part for a period of six months from—

- (a) in the case of an uncontested election, the giving of the public notice as mentioned in paragraph 22(1)(b); or
- (b) in the case of a contested election, the giving of the public notice as mentioned in paragraph 25(b).

PART III

ELECTION FAILING TO PROVIDE A CANDIDATE FOR THE POSITION OF A PARISH MEMBER OF THE BOARD

27. Where an election held in accordance with—

- (a) Part I of this Schedule (appointment of first parish members of the Board), or
- (b) Part II of this Schedule (appointment of parish members of the Board to fill a vacancy),

fails to provide a validly nominated candidate for the post of a parish member of the Board, the resulting vacancy in the parish membership of the Board shall be filled in accordance with paragraphs 28 to 30.

28.—(1) Where an election held in accordance with Part I of this Schedule fails to provide a validly nominated candidate, the Board shall, within three years of the start date, give to each of the parish councils and parish meetings (if any) within the group of parishes which failed to nominate a candidate written notice of the election of one parish member of the Board.

(2) Paragraphs 17 to 26 shall apply to an election required under sub-paragraph (1) as they apply to the election of a parish member of the Board as mentioned in paragraph 16.

29.—(1) Where an election held in accordance with Part II of this Schedule fails to provide a validly nominated candidate, the Board shall, within three years of giving notice of that election under paragraph 16, give to each of the parish councils and parish meetings (if any) within the group of parishes which failed to nominate a candidate written notice of the election of one parish member of the Board.

(2) Paragraphs 17 to 26 shall apply to an election required under sub-paragraph (1) as they apply to the election of a parish member of the Board. as mentioned in paragraph 16

30.—(1) Where an election in accordance with paragraphs 28, 29 or this paragraph fails to provide a validly nominated candidate, the Board shall, within three years of the previous notice of election, give further written notice of election to each of the parish councils and parish meetings (if any) within the group of parishes which failed to nominate a candidate until such time as the parish member of the Board is appointed.

(2) Paragraphs 17 to 26 shall apply to an election required under sub-paragraph (1) as they apply to an election of a parish member of the Board as mentioned in paragraph 16.

PART IV

PARISHES

GROUP 1

Parish Councils

Admington Parish Council
Avon Dassett Parish Council
Barton-On-The-Heath Parish Council
Bourton-On-The-Hill Parish Council
Brailes Parish Council
Broadway Parish Council

Cherington and Stourton Parish Council
Chipping Campden Town Council
Ebrington Parish Council
Epwell Parish Council
Evenlode Parish Council
Great Wolford Parish Council
Ilmington Parish Council
Little Compton Parish Council
Long Compton Parish Council
Mickleton Parish Council
Quinton Parish Council
Radway Parish Council
Ratley And Upton Parish Council
Rollright Parish Council
Shenington With Alkerton Parish Council
Sibford Gower Parish Council
Snowhill Parish Council
Stourton Parish Council
Tysoe Parish Council
Warmington Parish Council
Weston Subedge Parish Council
Whichford Parish Council
Willersey Parish Council

Parish Meetings

Aston Subedge Parish Meeting
Barcheston & Willington Parish Meeting
Batsford Parish Meeting
Chastleton Parish Meeting
Compton Wynyates Parish Meeting
Honington Parish Meeting
Little Wolford Parish Meeting
Saintbury Parish Meeting
Sutton-Under-Brailes Parish Meeting

GROUP 2

Parish Councils

Ascott-Under-Wychwood Parish Council
Asthal Parish Council
Barrington Parish Council

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Bledington Parish Council
Chadlington Parish Council
Charlbury Town Council
Chipping Norton Town Council
Churchill & Sarsden Parish Council
Combe Parish Council
Crawley Parish Council
Finstock Parish Council
Fulbrook Parish Council
Great Rissington Parish Council
Hailey Parish Council
Hanborough Parish Council
Kingham Parish Council
Leafield Parish Council
Milton-Under-Wychwood Parish Council
Minster Lovell Parish Council
North Leigh Parish Council
Over Norton Parish Council
Ramsden Parish Council
Salford Parish Council
Shipton-Under-Wychwood Parish Council
Spelsbury Parish Council
Stonesfield Parish Council
Swinbrook And Widford Parish Council
Wootton Parish Council

Parish Meetings

Blenheim Parish Meeting
Bruern Parish Meeting
Chilson Parish meeting
Cornbury And Wychwood Parish Meeting
Cornwell Parish Meeting
Fawler Parish Meeting
Fifield Parish Meeting
Lyneham Parish Meeting
Taynton Parish Meeting

GROUP 3

Parish Councils

Aldsworth Parish Council

Blockley Parish Council
Bourton-On-The-Water Parish Council
Burford Town Council
Cold Aston Parish Council
Condicote Parish Council
Cutsdean Parish Council
Guiting Power Parish Council
Hawling Parish Council
Little Rissington Parish Council
Longborough Parish Council
Lower Slaughter Parish Council
Lower Swell Parish Council
Maugersbury Parish Council
Moreton-In-MarshTown Council
Naunton Parish Council
Northleach With Eastington Town Council
Oddington Parish Council
Sherborne Parish Council
Stanway Parish Council
Stow-On-The-Wold Town Council
Temple Guiting Parish Council
Upper Rissington Parish Council
Upper Slaughter Parish Council
Wyck Rissington Parish Council

Parish Meetings

Adlestrop Parish Meeting
Broadwell Parish Meeting
Clapton on the Hill Parish Meeting
Compton Abdale Parish Meeting
Donnington Parish Meeting
Farmington Parish Meeting
Hazleton Parish Meeting
Icomb Parish Meeting
Idbury Parish Meeting
Notgrove Parish Meeting
Sezincote Parish Meeting
Turkdean Parish Meeting
Westcote Parish Meeting
Windrush Parish Meeting

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GROUP 4

Parish Councils

Ampney Crucis Parish Council
Andoversford Parish Council
Bagendon Parish Council
Baunton Parish Council
Bibury Parish Council
Chedworth Parish Council
Coln St Aldwyns Parish Council
Coln St Dennis Parish Council
Cranham Parish Council
Daglingworth Parish Council
The Duntisbournes Parish Council
Eastleach Parish Council
Elkstone Parish Council
Hatherop Parish Council
Langford Parish Council
Miserden Parish Council
North Cerney Parish Council
Preston Parish Council
Quenington Parish Council
Rendcomb Parish Council
Shipton Parish Council
Southrop Parish Council
Winstone Parish Council
Withington Parish Council

Parish Meetings

Ampney St Mary Parish Meeting
Barnsley Parish Meeting
Colesbourne Parish Meeting
Edgeworth Parish Meeting
Hampnett Parish Meeting
Winson Parish Meeting
Syde Parish Meeting
Yanworth Parish Meeting

GROUP 5

Parish Councils

Acton Turville Parish Council

Avening Parish Council
Badminton Parish Council
Beverstone Parish Council
Biddestone Parish Council
Box Parish Council
Boxwell With Leighterton Parish Council
Brokenborough Parish Council
Castle Combe Parish Council
Cherington Parish Council
Cirencester Town Council
Coates Parish Council
Colerne Parish Council
Corsham Parish Council
Crudwell Parish Council
Easton Grey Parish Council
Grittleton Parish Council
Hullavington Parish Council
Long Newnton Parish Council
Malmesbury Parish Council
Minchinhampton Parish Council
Norton Parish Council
Rodmarton Parish Council
Sapperton Parish Council
Sherston Parish Council
Shipton Moyne Parish Council
Sopworth Parish Council
St Paul Malmesbury Without Parish Council
Tetbury Town Council
Tetbury Upton Parish Council
Westonbirt With Lasborough Parish Council
Wotton-Under-Edge Parish Council
Yatton Keynell Parish Council

Parish Meetings

Ashley Parish Meeting
Owlpen Parish Meeting
Ozleworth Parish Meeting

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GROUP 6

Parish Councils

Bathampton Parish Council
Batheaston Parish Council
Bathford Parish Council
Bitton Parish Council
Bradford-On-Avon Town Council
Charlcombe Parish Council
Claverton Parish Council
Cold Ashton Parish Council
Combe Hay Parish Council
Dodington Parish Council
Doynton Parish Council
Dyrham And Hinton Parish Council
Freshford Parish Council
Hawkesbury Parish Council
Hillesley And Tresham Parish Council
Hinton Charterhouse Parish Council
Horton Parish Council
Limpley Stoke Parish Council
Little Sodbury Parish Council
Luckington Parish Council
Marshfield Parish Council
Monkton Combe Parish Council
Monkton Farleigh Parish Council
Nettleton Parish Council
North Stoke Parish Council
North Wraxall Parish Council
Norton St Philip Parish Council
St Catherine Parish Council
Sodbury Town Council
South Stoke Parish Council
Swainswick Parish Council
Tormarton Parish Council
Wellow Parish Council
Westwood Parish Council
Wick And Abson Parish Council
Winsley Parish Council

Parish Meeting

Kelston Parish Meeting

GROUP 7

Parish Councils

Alderley Parish Council
Bisley-With-Lypiatt Parish Council
Brimpsfield Parish Council
Brookthorpe-With-Whaddon Parish Council
Cainscross Parish Council
Cam Parish Council
Chalford Parish Council
Coaley Parish Council
Didmarton Parish Council
Dursley Parish Council
Frocester Parish Council
Harescombe Parish Council
Haresfield Parish Council
Horsley Parish Council
Kingscote Parish Council
King's Stanley Parish Council
Leonard Stanley Parish Council
Nailsworth Parish Council
North Nibley Parish Council
Nympsfield Parish Council
Painswick Parish Council
Pitchcombe Parish Council
Randwick Parish Council
Rodborough Parish Council
Standish Parish Council
Stinchcombe Parish Council
Stonehouse Parish Council
Stroud Parish Council
Thrupp Parish Council
Uley Parish Council
Upton St Leonards Parish Council
Whiteshill And Ruscombe Parish Council
Woodchester Parish Council

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GROUP 8

Parish Councils

Alderton Parish Council
Ashton Under Hill Parish Council
Badgeworth Parish Council
Beckford Parish Council
Birlingham Parish Council
Bredon Parish Council
Bredon's Norton Parish Council
Bricklehampton Parish Council
Brockworth Parish Council
Buckland Parish Council
Charlton Kings Parish Council
Coberley Parish Council
Conderton Parish Council
Cowley Parish Council
Dowdeswell Parish Council
Dumbleton Parish Council
Eckington Parish Council
Elmley Castle Parish Council
Gotherington Parish Council
Great Comberton Parish Council
Great Witcombe Parish Council
Gretton Parish Council
Hinton On The Green Parish Council
Kemerton Parish Council
Leckhampton Parish Council
Little Comberton Parish Council
Overbury Parish Council
Oxenton Parish Council
Prescott Parish Council
Prestbury Parish Council
Sedgeberrow Parish Council
Sevenhampton Parish Council
Shurdington Parish Council
Southam Parish Council
Stanton Parish Council
Sudeley Parish Council
Teddington Parish Council
Toddington Parish Council

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Winchcombe Parish Council
Woodmancote Parish Council

Parish Meeting

Whittington Parish Meeting