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The Hub
Mareham Road
Horncastle LN9 6PH

Tel: (01507) 601111
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Please quote:
Please ask for: Sharon Atkinson
Date: 9 May 2025

Dear Karen Handley

Co-option of Councillor for the Parish of Roughton - L Roberts

I refer to the recent Notice of Vacancy which advertised the fact that a casual vacancy exists on your Council.

I confirm that as I have not received a request from ten electors for an election to take place, therefore your Council may now co-opt a replacement Member.

When making the appointment you must ensure that the person being considered to fill the vacancy is fully aware of the requirements of the Local Government Code of Conduct and that a copy is made available for their information. You should also ensure that the candidate chosen is qualified in accordance with at least one of the following:

- *Registered as a local government elector for the Parish on the current Electoral Register*
- *Has during the whole of the previous 12 months occupied as tenant or owner of any land or other premises in the Parish.*
- *His/her principal or only place of work in the previous 12 months has been in the Parish.*
- *Has resided either in the Parish or within 3 miles thereof during the whole of the previous 12 months.*

The appointment should be made as soon as practicable and I would be grateful if you could forward to me the name and address of the new Member in due course.

Please ensure that the Member signs the Declaration of Acceptance for retention in your own records, and that the Localism Act 2011 - Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 form is completed within 28 days. Please forward a copy of this form to the **Elections Team, East Lindsey District Council, The Hub, Mareham Road, Horncastle, LN9 6PH** for information and forwarding for publication on our website. If you have the capacity to publish the form on your own website, please only forward one unredacted copy of the Disclosable Pecuniary Interests (DPI) form indicating 'for information only' to the above address.

Should you require any further information please do not hesitate to contact me.

Yours sincerely
Sharon Atkinson
Assistant Elections Officer