

## **OTHER ANNUAL EVENTS COUNCILLORS ARE EXPECTED TO ATTEND:**

The Annual Town meeting in March which is an opportunity to interact with the electorate, Annual Civic Service, Royston May Fayre, the Mayor's Civic Reception and the Remembrance Sunday Parade.

There are also a host of other events held throughout the year such as the Mayor's charity fund raising events, events for Seniors such as Silver Sunday and the annual local school visits to all first and middle schools in Royston, where we meet with school children to talk about our work.

## **AND FINALLY!**

The amount of time and effort you put into your council work depends on you and your circumstances, all we would hope is that you have care and concern for the people of Royston, who you would be representing, and would want to make a significant contribution to the life of the town itself.

We need people who are ready to help whenever they can, are forward thinking and pro-active and can give a commitment for at least 4 years to being the best ambassador they can be for the town of Royston. It can be an exciting and challenging role but also at times frustrating. You would also be doing this on a totally voluntary basis as Royston Town Councillors do not receive any allowances. Being a councillor is something that you need to have a real heart for and like many before you, will be something you might really enjoy and find very rewarding.

## **STILL INTERESTED AND WANT TO KNOW MORE?**

Please contact the Town Hall offices and talk to the Town Clerk or other members of staff, where more help, advice and information can be given to you. Current serving Town Councillors will also be very happy to talk to you about their experiences and our individual contact details can be found on the council's website, Newsletter or in the Town Hall Office.

Royston Town Council Tel. 01763 245484

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## **WOULD YOU LIKE TO BE A ROYSTON TOWN COUNCILLOR?**

### **A FEW BASICS FIRST**

Royston Town Council came into being in 1974 as a result of Local Government reorganisation. The Town Council itself is served by 15 Members who are elected every four years, 5 councillors each for Palace ward and Meridian ward and 2 for Royston South ward and 3 for Royston West ward.

If you would like to contribute to decisions about how local services are provided, and help to improve the quality of life in Royston, why not become a councillor?

### **The qualifications to become a town councillor are:**

1. You are a citizen of the UK, a qualifying citizen of the EU or Commonwealth and on the day you are nominated as a candidate for election, are over 18 and an elector **and**
2. During the whole of the 12 months preceding your nomination day, or the day of the election, you resided in or your principal place of work is in the town, or within 3 miles of it.

### **A person may not become a town councillor if:**

They hold a paid office or other place of profit in the gift of the Council. They have been declared bankrupt in the past five years and have not repaid their debts.

They have been convicted of a criminal offence and sentenced to not less than 3 months imprisonment (including any suspended sentence) within the past 5 years.

Possible candidates may stand as an independent but may find it easier to be nominated by representatives of a political party for electioneering purposes, and once elected remain under their respective party affiliations. The Town Council itself is non-political.

## WHAT DOES THE TOWN COUNCIL ACTUALLY DO?

The Town Council is responsible for the running and funding of the Town Hall, Market Hill Rooms, Green Street Allotments, Green Walk and Stile Plantations, The War Memorial, Royston Cave and the Community Toilet Scheme. It provides core funding to Royston Museum.

It is also responsible for the annual May Fayre, Remembrance Day parade and administers the Leete Charity and the Mayor's Annual Community Trust Fund Awards. The Council also runs the Royston weekly markets. Markets are held on Wednesdays and Saturdays. A Market Supervisor is employed by the council to facilitate the running of these markets, working with a small group of Councillors.

Royston Town Council produces a quarterly newsletter called 'The Town Crier' which is published in the local magazine 'The Listing' which is delivered to all householders in Royston. The Newsletter is currently produced by two Councillors and involvement from other Councillors is always welcomed.

## WHAT DOES BEING A TOWN COUNCILLOR INVOLVE?

All councillors are summoned to attend the **Full Council** meeting which is held every two months. They will also serve on a maximum of 2 of each of the 3 principal committees which are the **Finance Committee**, the **Planning Committee** and the **General Purpose and Highways Committee**.

The Planning and Finance Committees meet every month with the GP and Highways Committee meeting five times a year. The Full Council meeting and all principal committee meetings are held on a Monday evening at 7.30pm.

The Annual Council meeting is held in May/June each year and sees the new Mayor inaugurated and members elected on to the committees. Meetings of ALL committees follow this where the chairman and vice chairman of each committee are elected for the ensuing year.

Please note: if you fail to attend meetings consecutively for more than 6 months without approval from Full Council, then you are disqualified and cease to be a councillor.

There are also other sub-committees and working parties of which you can become a member, these are:

Climate and Biodiversity working party – meet approximately once a month daytime.

Events Working party – as required.

Markets Advisory Committee - meet quarterly daytime.

Leete Charity – meet four times a year on Mondays normally after a Full Council meeting.

Senior Committee working party – meetings are called as required.

Communications working party – meet approximately once a month daytime.

Mayor's Trust Fund Community Awards - Meet twice a year to go through the applications received for grants from community groups.

Cave Fund Trustees – meet twice a year.

Councillors also represent the Council on various local charity committees and other local organisations, such as the Royston Day Centre, Army Cadets, Town Twinning and Home-Start to name but a few. You will be asked to be a representative on at least one of these groups and be prepared to attend their meetings.

Depending on which council committees you are on will govern how many meetings you need to attend each month. Typically, there will be no more than four to five meetings each month and sometimes as few as two.

In order for you to see how our various committees work, why not come along to any of the meetings that are open to the public.

Agendas for meetings and details of meeting dates and times are always posted on the Town Council notice board outside the Town Hall offices and on the Town Council Website: [www.roystontowncouncil.gov.uk](http://www.roystontowncouncil.gov.uk).