

From: Sharon Richards <Sharon.Richards@cornwall.gov.uk>
Sent: 05 May 2026 9:07 AM
To: Rose Haylett-Hitchens <Rose.Haylett-Hitchens@camborne-tc.gov.uk>
Subject: Casual Vacancy - Kelly

Information Classification: CONTROLLED

Good morning Rose

With reference to the public notice published on 13 April 2026 in respect of your casual vacancy on your Town Council, (Trelowarren Ward) I can now confirm that we received no requests for a by election.

Accordingly it will therefore be necessary for your Council to fill the vacancy as soon as practicable, by co-option, as provided for by Rule 8 of the Local Elections (Parishes and Communities) Rules 1986.

Regarding the arrangements for the filling of any vacancy where co-option applies, I confirm that a Town Council may co-opt as a member any person who is legally qualified to hold such office, and who is willing to serve, provided he or she satisfies at least one of the following qualification categories:-

- (a) is registered as a local government elector for the parish;
- (b) has during the whole of the preceding twelve months occupied as owner or tenant, any land or premises in the parish;
- (c) his/her principal or only place of work during the preceding twelve months has been in the parish;
- (d) had during the whole of the preceding twelve months resided in the parish or within 4.8 km thereof.

For your information, I would also confirm there is no defined procedure to which Town Councils must adhere in arranging the co-option of a member, although most councils arrange to publicise any vacancy locally and invite persons wishing to be considered for co-option to make application to the Town Clerk by a prescribed date.

Please can you email the completed Members Interest forms to:

ptcchanges@cornwall.gov.uk

I trust that I have given you all the information required and should be glad to receive your confirmation when the vacancy has been filled.

Regards

Sharon

Sharon Richards | AEA (Cert) | Principal Electoral Officer – Elections | Electoral Services

Cornwall Council | Finance and Assurance | Customer and Corporate Services Directorate

sharon.richards@cornwall.gov.uk | Tel: 01872 322222 (ask for Sharon Richards)

www.cornwall.gov.uk | 'Onen hag oll'

0E, County Hall, Treyew Road, Truro TR1 3AY

www.cornwall.gov.uk/elections

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