

Electoral Services  
County Hall  
Bythesea Road  
Trowbridge  
Wiltshire  
BA14 8JN

Dear Prospective Candidate

## Nomination Paper Pack

**Election of a Town Ward Councillor for Calne Town Council (Calne North Ward)**

**Date of Election: Wednesday 17 January 2018**

Please note new legislation came into force for all elections held on or after 22 May 2014. In particular, there are changes to some statutory deadlines and also relating to the delivery of nomination papers and consent to nomination. These forms can ONLY be hand delivered to the designated location at the specified times as notified on the Notice of Election. It is strongly recommended that you read a copy of the Electoral Commission guidance for further information.

Please find enclosed a nomination paper pack containing the following items and the latest statutory deadline for receipt:

	Document	Statutory deadline for receipt by the Returning Officer
1	Nomination Paper	4pm Monday 18 December 2017
2	Consent to Nomination (including Sections 80 and 81 Local Government Act 1972, Sections 78a and 79 Local Government Act 2000 and section 34 of the Localism act 2011). <b>All 7 pages must be returned.</b>	4pm Monday 18 December 2017
3	Political Party Certificate of Authority and Emblem Request form	4pm Monday 18 December 2017
4	Notice of Withdrawal	4pm Monday 18 December 2017
5	Declaration of Secrecy	n/a Information only
6	Election Timetable	n/a Information only

## Candidate Information

The Electoral Commission have produced guidance and information on their website on standing as a candidate at town and parish council elections. There is also information available on the National Association of Local Councillors website. Please see the enclosed page for website addresses.

We also recommend that you refer to the Wiltshire Council website which will be regularly updated at each stage of the election process. The webpage provides you with specific information for this election, forms and statutory notices:

<http://www.wiltshire.gov.uk/council/elections/forthcomingelections.htm>

## Completion of Nomination Paperwork

In addition to reading the Electoral Commission Guidance on standing as a candidate and completion of the forms, the following information provides an overview of requirements for submitting nomination papers.

### **1. Nomination Paper –must be hand delivered only**

On the nomination paper you can enter a description if you wish and this will appear on the ballot paper after your name and address. The options you have are:

- Using a valid political party registered description
- Using the word Independent
- Using a description of a maximum six word limit (but one that does not associate you with a political party registered with the Electoral Commission). See the Electoral Commission guidance for further information.
- Leaving the box blank (no description will appear on the ballot paper)

If you enter a political party description on the nomination paper, you must also complete the **Political Party Certificate of Authority and Emblem Request form**. See below for further information.

### **Proposer and Seconder**

These electors must be registered for the **Calne Town Council (Calne North Ward)** in the electoral register in force at the time the Notice of Election is published. This will be the electoral register as at **1 December 2017**.

This form must be received by the Returning Officer by no later than the statutory deadline of 4pm on Monday 18 December 2017,

### **2. Consent to Nomination (including Sections 80 and 81 Local Government Act 1972, Sections 78a and 79 Local Government Act 2000 and section 34 of the Localism act 2011). All 7 pages must be returned –must be hand delivered only**

This form must be completed as part of the nomination process. Please note this is a 7 page document and all pages must be returned and received by the Returning Officer by no later than the statutory deadline of 4pm on Monday 18 December 2017.

Although there is no requirement to deliver this form at the same time as your nomination paper, we strongly recommend that they are delivered together. This is because a decision on the validity of your nomination to stand as a candidate cannot be made until both papers have been submitted and received by the Returning Officer.

### **3. Political Party Certificate of Authority and Emblem Request form – may be hand delivered or posted**

If a political party description is used on the nomination paper, the Political Party Certificate of Authority and Emblem Request Form must also be returned no later than 4pm on Monday 18 December 2017. Please ensure that the description entered on the nomination paper is one that has been registered with the Electoral Commission. Please also ensure that the description wording on the nomination paper exactly matches the wording on the Political Party Certificate of Authority and Emblem Request Form as this can affect the validity of the nomination paper.

If a political party description is NOT used on the nomination paper, then you do not need to complete this form.

This form cannot be accepted electronically ie faxed or emailed.

## Delivery of Nomination Paperwork

Nomination papers will **only** be accepted from **Monday 11 December 2017**.

Nomination papers and consent to nomination papers can only be hand delivered. They can be delivered on any day Monday to Friday (excluding bank holidays) between the hours of **10am and 4pm** from **Monday 11 December 2017**

The statutory deadline to receive nomination papers and consent to nomination papers is **4pm on Monday 18 December 2017** .

Any nomination papers and consent to nomination papers received after this time and date will NOT be accepted.

Nomination papers and consent to nomination papers must be **hand delivered** to one of the following locations:

- Main Reception at County Hall, Bythesea Road, Trowbridge BA14 8JN Please ask for a member of the Electoral Services Team on arrival or
- Main Reception at Council Offices, Monkton Park, Chippenham SN15 1ER. Please ask for a member of the Electoral Services Team on arrival

Please note they **cannot** be posted or accepted by electronic means i.e. fax or email.

Nomination papers received through the post or by electronic means will NOT be accepted and will be deemed as not received in the prescribed manner.

If required, an informal checking service can be provided before they are formally accepted.

## Declaration of Secrecy

All candidates must abide by the secrecy provisions for this election. A copy of the Declaration of Secrecy is enclosed for your information.

## Election Expenses

Please note that as a candidate you will be required to complete election expenses forms. **The election expenses forms are not a claim for reimbursement.** They are a record of how much you have spent on your election campaign and that you have not exceeded the expenses limit.

For information on the election expenses limit and to obtain the Electoral Commission guidance and expenses forms, please go to our elections page on the Wiltshire Council website at:

<http://www.wiltshire.gov.uk/council/elections/forthcomingelections.htm>

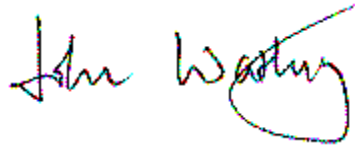
Please note that even if you have not incurred any election expenses you will still need to complete a nil return. Returns are required regardless of whether the election is contested or uncontested.

**Notice of Withdrawal – must be hand delivered only**

You only need to complete this form, if having submitted your nomination papers, you have decided that you no longer wish to stand. This form must be signed by you and also a witness and must be received no later than 4pm on Monday 18 December 2017.

If you require any further information or assistance, please do not hesitate to contact Electoral Services.

Yours sincerely

A handwritten signature in blue ink that reads "John Watling". The signature is written in a cursive style with a large loop at the end of the last name.

**John Watling**

**Deputy Returning Officer**

Telephone: 0300 456 0112

Email: [elections@wiltshire.gov.uk](mailto:elections@wiltshire.gov.uk)

**Encs**

# Nomination Paper

## Office Use Only

Time delivered	Date delivered	No of Nomination Paper in order of delivery	Initials

# ELECTION OF A TOWN COUNCILLOR

for

## Calne Town Council (Calne North Ward)

Date of Election: Wednesday, 17 January 2018

We the undersigned, being local government electors for the said Town Ward, do hereby nominate the under-mentioned person as a candidate at the said election.

PLEASE COMPLETE IN CAPITALS (except where a signature is required)

Candidate's surname	Other forename(s) in full	Commonly used surname (if any)	Commonly used forenames (if any)	Description (if any) use no more than 6 words	Home Address in full
<b>Title</b>	<b>Email Address</b>			<b>Telephone</b>	

Proposer	Signature	Print Name as Signed	Electoral Number	
			Polling District Letters	Number

### Notes

- The attention of candidates and electors is drawn to the rules for filling up nomination papers and provisions relating to nomination papers contained the election rules in Schedule 2 to the Local Election (Parishes and Communities) Rules 2006.
- Where a candidate is commonly known by some title they may be described by their title as if it were their surname.
- Where a candidate commonly uses a name which is different from any other name they have, the commonly used name may also appear on the nomination paper, but if it does so, the commonly used name (instead of any other name) will appear on the ballot paper.
- But the ballot paper will show the other name if the Returning Officer thinks that the use of the commonly used name may
  - be likely to mislead or confuse electors, or
  - that the commonly used name is obscene or offensive.
- An elector may not -
  - subscribe more nomination papers than there are vacancies to be filled in the electoral area in which the election is held; or
  - subscribe a nomination paper for more than one ward in a parish or community divided into wards.
- In this form `elector` -
  - means a person who is registered in the register of local government electors for the Town Ward in question on the last day for the publication of notice of election; and
  - includes a person then shown in the register as below voting age if (but only if) it appears from the register that he will be of voting age on the day fixed for the poll.
- However, a person who has an anonymous entry in the register of local government electors cannot nominate a candidate for election.

# Candidate's Consent to Nomination

(To be given on or within one month before the last day for delivery of nomination papers, and delivered at the place and within the time appointed for delivery of nomination papers).

## Election of a Town Councillor for Calne Town Council (Calne North Ward)

Date of Election: Wednesday, 17 January 2018

I, *(name in full)*

of *(home address in full)*

**hereby consent** to my nomination as a candidate for election as a Town Councillor for Calne Town Council (Calne North Ward).

I declare that on the day of my nomination I am qualified and that, if there is a poll on the day of election, I will be qualified to be so elected by virtue of being on that day or those days a qualifying Commonwealth citizen, a citizen of the Republic of Ireland or a citizen of another Member State of the European Community, who has attained the age of 18 years and that

\* (a) I am registered as a local government elector for the administrative area of the Parish in respect of *(qualifying address in full)*

and my electoral number *(see note below)* is \_\_\_\_\_ ; or

\* (b) I have during the whole of the twelve months preceding that day or those days occupied as owner or tenant of the following land or other premises in the Parish *(description and address of land or premises)*

\_\_\_\_\_ ; or

\* (c) my principal or only place of work during those twelve months has been in that Parish at *(give address of place of work and, where appropriate, name of employer)*

\_\_\_\_\_ ; or

\* (d) I have during the whole of those twelve months resided in that Parish or within 4.8 kilometres of it at *(give address in full)*

\_\_\_\_\_  
\_\_\_\_\_

\* *delete whichever is inappropriate, (but you can include all those that apply)*

I declare that to the best of my knowledge and belief I am not disqualified for being elected by reason of any disqualification set out in, or decision made under, section 80 of the Local Government Act 1972, section 78A of the Local Government Act 2000 or section 34 of the Localism Act 2011 (copies of which are printed overleaf).

Date of Birth: \_\_\_\_\_

Signature: \_\_\_\_\_

Date of consent: \_\_\_\_\_

Signed in my presence

Signature of witness: \_\_\_\_\_

Name and address of witness (PLEASE PRINT)

\_\_\_\_\_  
\_\_\_\_\_

- NOTES:
1. A person's electoral number is his number in the register to be used at the election (including the distinctive letters of the parliamentary polling district in which he is registered).
  2. A candidate who is qualified by more than one qualification may complete any of those that may apply.

## Local Government Act 1972

### 80. Disqualifications for election and holding office as member of local authority

(1) Subject to the provisions of section 81 below, a person shall be disqualified for being elected or being a member of a local authority if he –

- (a) holds any paid office or employment (other than the office of chairman, vice-chairman, deputy chairman, presiding member or deputy presiding member or, in the case of a local authority which are operating executive arrangements which involve a leader and cabinet executive, the office of executive leader or member of the executive) appointments or elections to which are or may be made or confirmed by the local authority or any committee or sub-committee of the authority or by a joint committee or National Park authority on which the authority are represented or by any person holding any such office or employment; or
- (b) is the subject of a bankruptcy restrictions order or an interim bankruptcy restrictions order, or a debt relief restrictions order under Schedule 4ZB of the Insolvency Act 1986; or
- (c) [This has been removed and no longer applies]
- (d) has within five years before the day of election or since his election been convicted in the United Kingdom, the Channel Islands or the Isle of Man of any offence and has had passed on him a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine; or
- (e) is disqualified for being elected or for being a member of that authority under Part III of the Representation of the People Act 1983.

(2) Subject to the provisions of section 81 below, a paid officer of a local authority who is employed under the direction of –

- (a) a committee or sub-committee of the authority any member of which is appointed on the nomination of some other local authority; or
- (b) a joint board, joint authority, economic prosperity board, combined authority, joint waste authority or joint committee on which the authority are represented and any member of which is so appointed;

shall be disqualified for being elected or being a member of that other local authority.

(2AA) A paid member of staff of the Greater London Authority who is employed under the direction of a joint committee the membership of which includes –

- (a) one or more persons appointed on the nomination of the Authority acting by the Mayor, and
- (b) one or more members of one or more London borough councils appointed to the committee on the nomination of those councils,

shall be disqualified for being elected or being a member of any of those London borough councils.

(2A) Subsection (2) above shall have effect as if the reference to a joint board included a reference to a National Park authority.

(2B) For the purposes of this section a local authority shall be treated as represented on a National Park authority if it is entitled to make any appointment of a local authority member of the National Park authority.

(3) Subsection (1)(a) shall have effect in relation to a teacher in a school maintained by the local authority who does not hold an employment falling within that provision as it has effect in relation to a teacher in such a school who holds such an employment.

(5) For the purposes of subsection (1)(d) above, the ordinary date on which the period allowed for making an appeal or application with respect to the conviction expires or, if such an appeal or application is made, the date on which the appeal or application is finally disposed of or abandoned or fails by reason of the non-prosecution thereof shall be deemed to be the date of the conviction.

## **81. Exception to provisions of section 80**

- (4) Section 80(2) and (3) above shall not operate so to disqualify –
- (a) any person by reason of his being a teacher, or otherwise employed, in a school or other educational institution maintained or assisted by a county council for being a member of a district council by reason that the district council nominates members of the education committee of the county council

## **Local Government Act 2000**

*Persons disqualified by eligible tribunals: the following is the legislation that describes how persons disqualified by certain tribunals are disqualified from standing in local government elections.*

### **78A. Decisions of First-tier Tribunal**

[(1) Deleted.]

- (2) Where the First-tier Tribunal adjudicates on any matter under this Act, it must decide whether or not any person to which that matter relates has failed to comply with the code of conduct of the relevant authority concerned.
- (3) Where the tribunal decides that a person has not failed to comply with the code of conduct of the relevant authority concerned, it must give notice to that effect to the standards committee of the relevant authority concerned.
- (4) Where the tribunal decides that a person has failed to comply with the code of conduct of the relevant authority concerned, it may—
- (a) take in respect of him any action authorised by regulations made by the Secretary of State for the purposes of this subsection, or
- (b) decide to take no action against him.
- (5) Regulations made under subsection (4) may in particular—
- (a) enable the tribunal to censure the person,
- (b) enable it to suspend, or partially suspend, the person from being a member or co-opted member of the relevant authority concerned for a limited period,
- (c) enable it to disqualify the person, for a period not exceeding five years, for being or becoming (whether by election or otherwise) a member of that or any other relevant authority.
- (6) The reference in subsection (5)(b) to the relevant authority concerned is to be read, in relation to a person who is no longer a member or co-opted member of the relevant authority concerned but is a member or co-opted member of another relevant authority in England, as a reference to that other relevant authority.
- (7) Regulations made by the Secretary of State may require the First-tier Tribunal to give a notice to the standards committee of the relevant authority concerned where it decides that a person has failed to comply with the code of conduct of that authority and—
- (a) decides to suspend or partially suspend the person,
- (b) decides to disqualify the person,



- (c) decides to take action against the person other than suspension, partial suspension or disqualification, or
  - (d) decides to take no action against him.
- (8) Regulations under subsection (7) may—
- (a) prescribe the content of any notice,
  - (b) provide for the effect that any notice is to have,
  - (c) provide for provisions of the regulations to have effect with prescribed modifications where the person concerned is no longer a member or co-opted member of the relevant authority concerned, but is a member or co-opted member of another relevant authority in England

Section 79 only applies to candidates standing in Wales

### **79.— Decisions of case tribunals: Wales**

(A1) In this section “Welsh case tribunal” means a case tribunal drawn from the Adjudication Panel for Wales.

- (1) A Welsh case tribunal which adjudicates on any matter must decide whether or not any person to which that matter relates has failed to comply with the code of conduct of the relevant authority concerned.
- (2) Where a Welsh case tribunal decides that a person has not failed to comply with the code of conduct of the relevant authority concerned, it must give notice to that effect to the standards committee of the relevant authority concerned.
- (3) Where a Welsh case tribunal decides that a person has failed to comply with the code of conduct of the relevant authority concerned, it must decide whether the nature of the failure is such that the person should be suspended or disqualified in accordance with subsection (4).
- (4) A person may be—
  - (a) suspended or partially suspended from being a member or co-opted member of the relevant authority concerned, or
  - (b) disqualified for being, or becoming (whether by election or otherwise), a member of that or any other relevant authority.
- (5) Where a Welsh case tribunal makes such a decision as is mentioned in subsection (4)(a), it must decide the period for which the person should be suspended or partially suspended (which must not exceed one year or, if shorter, the remainder of the person's term of office).
- (6) Where a Welsh case tribunal makes such a decision as is mentioned in subsection (4)(b), it must decide the period for which the person should be disqualified (which must not exceed five years).
- (7) Where a Welsh case tribunal decides that a person has failed to comply with the code of conduct of the relevant authority concerned but should not be suspended or disqualified as mentioned in subsection (4), it must give notice to the standards committee of the relevant authority concerned—
  - (a) stating that the person has failed to comply with that code of conduct, and

(b) specifying the details of that failure.

(8) Where a Welsh case tribunal decides that a person has failed to comply with the code of conduct of the relevant authority concerned and should be suspended or partially suspended as mentioned in subsection (4)(a), it must give notice to the standards committee of the relevant authority concerned—

- (a) stating that the person has failed to comply with that code of conduct,
- (b) specifying the details of that failure, and
- (c) stating that the person is suspended or partially suspended for the period, and in the way, which the tribunal has decided.

(9) The effect of a notice given to the standards committee of a relevant authority under subsection (8) is to suspend or partially suspend the person concerned as mentioned in subsection (8)(c).

(10) Where a Welsh case tribunal decides that a person has failed to comply with the code of conduct of the relevant authority concerned and should be disqualified as mentioned in subsection (4)(b), it must give notice to the standards committee of the relevant authority concerned—

- (a) stating that the person has failed to comply with that code of conduct,
- (b) specifying the details of that failure, and
- (c) stating that the person is disqualified for being, or becoming (whether by election or otherwise), a member of that or any other relevant authority for the period which the tribunal has decided.

(11) The effect of a notice given to the standards committee of a relevant authority under subsection (10) is to disqualify the person concerned as mentioned in subsection (10)(c).

(12) A copy of any notice under this section—

- (a) must be given to the Public Services Ombudsman for Wales,
- (b) must be given to any person who is the subject of the decision to which the notice relates, and
- (c) must be published in one or more newspapers circulating in the area of the relevant authority concerned.

(13) Where the person concerned is no longer a member or co-opted member of the relevant authority concerned but is a member or co-opted member of another relevant authority—

- (a) a copy of any notice under subsection (2), (7) or (10) must also be given to the standards committee of that other relevant authority,
- (b) the reference in subsection (4)(a) to the relevant authority concerned is to be treated as a reference to that other relevant authority,
- (c) the duty to give notice to the standards committee of the relevant authority concerned under subsection (8) is to be treated as a duty—

(i) to give that notice to the standards committee of that other relevant authority, and

(ii) to give a copy of that notice to the standards committee of the relevant authority concerned,

(d) the reference in subsection (12)(c) to the relevant authority concerned is to be treated as including a reference to that other relevant authority.

(14) A Welsh case tribunal must take reasonable steps to inform any person who made any allegation which gave rise to the adjudication of the decision of the Welsh case tribunal under this section.

(15) Where a Welsh case tribunal decides under this section that a person has failed to comply with the code of conduct of the relevant authority concerned, that person may appeal to the High Court against that decision, or any other decision under this section which relates to him.

(16) An appeal may not be brought under subsection (15) except with the leave of the High Court.

The Localism Act only applies to candidates standing in England
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## Localism Act 2011

*Section 34(4) describes how a person may be disqualified from standing in local government elections under this section. The remaining provisions of section 34 do not directly affect a person's entitlement to stand for election.*

### 34 Offences

(1) A person commits an offence if, without reasonable excuse, the person—

- (a) fails to comply with an obligation imposed on the person by section 30(1) or 31(2), (3) or (7),
- (b) participates in any discussion or vote in contravention of section 31(4), or
- (c) takes any steps in contravention of section 31(8).

(2) A person commits an offence if under section 30(1) or 31(2), (3) or (7) the person provides information that is false or misleading and the person—

- (a) knows that the information is false or misleading, or
- (b) is reckless as to whether the information is true and not misleading.

(3) A person who is guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 5 on the standard scale.

(4) A court dealing with a person for an offence under this section may (in addition to any other power exercisable in the person's case) by order disqualify the person, for a period not exceeding five years, for being or becoming (by election or otherwise) a member or co-opted member of the relevant authority in question or any other relevant authority.

(5) A prosecution for an offence under this section is not to be instituted except by or on behalf of the Director of Public Prosecutions.

(6) Proceedings for an offence under this section may be brought within a period of 12 months beginning with the date on which evidence sufficient in the opinion of the prosecutor to warrant the proceedings came to the prosecutor's knowledge.

(7) But no such proceedings may be brought more than three years—

(a) after the commission of the offence, or

(b) in the case of a continuous contravention, after the last date on which the offence was committed.

(8) A certificate signed by the prosecutor and stating the date on which such evidence came to the prosecutor's knowledge is conclusive evidence of that fact; and a certificate to that effect and purporting to be so signed is to be treated as being so signed unless the contrary is proved.

(9) The Local Government Act 1972 is amended as follows.

(10) In section 86(1)(b) (authority to declare vacancy where member becomes disqualified otherwise than in certain cases) after " 2000 " insert " or section 34 of the Localism Act 2011 " .

(11) In section 87(1)(ee) (date of casual vacancies)—

(a) after "2000" insert " or section 34 of the Localism Act 2011 or ", and

(b) after "decision" insert " or order " .

(12) The Greater London Authority Act 1999 is amended as follows.

(13) In each of sections 7(b) and 14(b) (Authority to declare vacancy where Assembly member or Mayor becomes disqualified otherwise than in certain cases) after sub-paragraph (i) insert—

"(ia) under section 34 of the Localism Act 2011," .

(14) In section 9(1)(f) (date of casual vacancies)—

(a) before "or by virtue of" insert " or section 34 of the Localism Act 2011 ", and

(b) after "that Act" insert " of 1998 or that section " .

**POLITICAL PARTIES, ELECTIONS AND REFERENDUMS ACT  
REPRESENTATION OF THE PEOPLE ACTS**

**Election of a Town Councillor for  
Calne Town Council (Calne North Ward)**

Date of Election: Wednesday, 17 January 2018

You may **not** use a description which is likely to lead voters to associate you with a political party unless the description is authorised by a certificate issued by or on behalf of the party's registered nominating officer. You may only use an emblem if your description has been so authorised.

**Registered Political Party Description - Certificate of Authority**

In accordance with the Political Parties, Elections and Referendums Act I hereby certify that

\_\_\_\_\_ *name of candidate*

is the official candidate of

\_\_\_\_\_ *name of political party*

and may use the following description in their nomination paper

\_\_\_\_\_ *authorised description*

at the election for Calne Town Council (Calne North Ward) on Wednesday, 17 January 2018.

Signed \_\_\_\_\_

**registered nominating officer or authorised person**

Dated \_\_\_\_\_

Name \_\_\_\_\_

(PLEASE PRINT)

**Registered Political Party Emblem – Request\***

I request that the party's registered emblem (or if there are more than one registered emblem\*\*, specify which one) appear on the ballot paper against my name, described as follows

\_\_\_\_\_ **Description of emblem**

Signed \_\_\_\_\_

**candidate**

Dated \_\_\_\_\_

Name \_\_\_\_\_

(PLEASE PRINT)

**Notes**

\* If this section is not completed a registered emblem of the party will not appear on the ballot paper against your name

\*\* Where there is more than one registered emblem it would be helpful if the emblem requested to appear on the ballot paper is specified by reference to a representation of the emblem that accompanies this certificate.

# **DECLARATION OF SECRECY** **ELECTION OF COUNCILLORS**

**Applies to all candidates, election agents and polling agents, and to every person attending at the polling stations, the receipt of postal ballot papers and the count**

## **REPRESENTATION OF THE PEOPLE ACT, 1983** **Section 66**

1. The following persons:-
  - (a) every Returning Officer and every Presiding Officer or clerk attending at a polling station,
  - (b) every candidate or election agent or polling agent so attending,
  - (c) every person so attending by virtue of any sections 6A to 6D of the Political Parties, Elections and Referendums Act 2000,shall maintain and aid in maintaining the secrecy of voting and shall not, except for some purpose authorised by law, communicate to any person before the poll is closed any information as to -
  - (i) the name of any elector or proxy for an elector who has or has not applied for a ballot paper or voted at a polling station;
  - (ii) the number on the register of electors of any elector who, or whose proxy, has or has not applied for a ballot paper or voted at a polling station; or
  - (iii) the official mark.
2. Every person attending at the counting of the votes shall maintain and aid in maintaining the secrecy of voting and shall not -
  - (a) ascertain or attempt to ascertain at the counting of the votes the number or other unique identifying mark on the back of any ballot paper;
  - (b) communicate any information obtained at the counting of the votes as to the candidate for whom any vote is given on any particular ballot paper.
3. No person shall -
  - (a) interfere with or attempt to interfere with a voter when recording his vote;
  - (b) otherwise obtain or attempt to obtain in a polling station information as to the candidate for whom a voter in that station is about to vote or has voted;
  - (c) communicate at any time to any person any information obtained in a polling station as to the candidate for whom a voter in that station is about to vote or has voted, or as to the number or other unique identifying mark on the back of the ballot paper given to a voter at that station;
  - (d) directly or indirectly induce a voter to display his ballot paper after he has marked it so as to make known to any person the name of the candidate for whom he has or has not voted.
4. Every person attending the proceedings in connection with the issue or the receipt of ballot papers for persons voting by post shall maintain and aid in maintaining the secrecy of the voting and shall not -
  - (a) except for some purpose authorised by law, communicate, before the poll is closed, to any person any information obtained at those proceedings as to the official mark; or
  - (b) except for some purpose authorised by law, communicate to any person at any time information obtained at those proceedings as to the number or other unique identifying mark on the back of the ballot paper sent to any person; or
  - (c) except for some purpose authorised by law, attempt to ascertain at the proceedings in connection with the receipt of ballot papers the number or other unique identifying mark on the back of any ballot paper; or
  - (d) attempt to ascertain at the proceedings in connection with the receipt of the ballot papers the candidate for whom any vote is given in any particular ballot paper or communicate any information with respect thereto obtained at those proceedings.
5. No person having undertaken to assist a blind voter to vote shall communicate at any time to any person any information as to the candidate for whom that voter intends to vote or has voted, or as to the number or other unique identifying mark on the back of the ballot paper given for the use of that voter.
6. If a person acts in contravention of this section, he shall be liable on summary conviction to a fine not exceeding level 5 on the standard scale or imprisonment for a term not exceeding six months.

# Guidance for candidates and agents: parish and town council elections in England

Guidance can be found on the following websites:

Electoral Commission

<http://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-and-community-council-elections-in-england-and-wales>

National Association of Local Councils

<http://www.nalc.gov.uk/>

[http://www.nalc.gov.uk/Toolkits/Become\\_a\\_councillor/Become\\_a\\_councillor.aspx](http://www.nalc.gov.uk/Toolkits/Become_a_councillor/Become_a_councillor.aspx)

# Notice of Withdrawal of Candidature

## ELECTION OF A TOWN COUNCILLOR for Calne Town Council (Calne North Ward)

Date of Election: Wednesday, 17 January 2018

Please note that you only need to complete this form if you have submitted a valid nomination paper and have subsequently decided to withdraw from standing at the election.

The form must be signed by you as the candidate and also by a witness in order for it to be a valid withdrawal.

The form must also be delivered to the Returning Officer at the place appointed for the delivery of nomination papers and received no later than 4pm on Monday, 18 December 2017.

### Candidate Information

Candidate Name:	
Candidate Address:	
Declaration and Signature:	I confirm that I wish to withdraw as a candidate for the Calne Town Council (Calne North Ward) election. .....
Date:	

### Witness Information

Witness Name:	
Witness Address:	
Witness Signature:	.....
Date:	