

## CHIRNSIDE COMMUNITY COUNCIL

### ELECTION TIMETABLE – AUGUST/SEPTEMBER 2018

#### ***Returning Officer – Councillor Carol Hamilton***

1. **10 August 2018:** Nomination period opens and lasts from **10 August** until **12 noon** on **7 September 2018**. Blank Nomination Forms to be made available from:-

- Democratic Services Tel: 01835 825005 or [communitycouncils@scotborders.gov.uk](mailto:communitycouncils@scotborders.gov.uk)
- Scottish Borders Council website - [https://www.scotborders.gov.uk/downloads/download/372/community\\_council\\_elections](https://www.scotborders.gov.uk/downloads/download/372/community_council_elections)
- Chirnside Community Council website - [info@chirnsidecommongood.org](mailto:info@chirnsidecommongood.org)
- M & G Renton, Newsagent, Main Street, Chirnside.

**Completed Nomination Forms to be returned to Democratic Services, Scottish Borders Council using the Freepost address.**

2. **7 September 2018:** Nominations close at 12 noon on that day.
3. **7 September 2018:** Start of seven day period for withdrawals. This lasts from 7 – 14 September 2018.
4. **7 September 2018:** Letters to candidates informing them of the validity of their Nomination and the next stage of the process.
5. **14 September 2018:** Letters sent to Candidates. These will be either appointment letters along with Notice of the first meeting of the new Community Council or notification that a ballot will take place.
6. **14 September 2018:** Publication of Notice of Election (if contested).
7. **14 September 2018:** Ballot to be held if necessary. This allows for the required seven days notice of a Ballot to be given.
8. **14 September 2018:** Following a Ballot, letters sent to Candidates re outcome of the vote. This letter would include the formal Agenda for the first part of the first meeting of the new Community Council, ie Welcome to new Community Council and Election of Chairman. The Returning Officer will Chair this part of the meeting.
9. **26 September 2018:** New Community Council meets for the first time.