****

**Lancashire Association of Local Councils**

**Affiliated to the National Association of Local Councils**

**T: 01772 750900**

**E: office@lalc.org.uk**

# Nomination Form

# Honorary Roles of President & Vice President(s)

# for Lancashire Association of Local Councils

Lancashire Association of Local Councils (LALC) was formed in 1944 and is an independent organisation representing the interests of Parish & Town Councils in Lancashire, Merseyside, and Greater Manchester. The Lancashire Association also incorporates the Merseyside Association of Parish & Town Councils.

The aim of the Association is to offer support to [member](https://www.lalc.org.uk/membership.php) councils to help them achieve the highest standards of Local Government, to offer [training](https://www.lalc.org.uk/training.php) and to represent the first tier of local government as widely as possible.

LALC is affiliated with the National Association of Local Councils (NALC), which gives members access to legal and policy advice. The Chairman and Chief Officer attend relevant events which provide updates on policy and provide networking opportunities with other County Associations.

LALC has a President, elected each year at the AGM in November. The President is regarded as the Ambassador for the Association and, as such, chairs the AGM. The President is automatically a (non-voting) member of the Executive Committee, offering a valued independent perspective.

The Vice Presidents are elected at each AGM and are prepared to act as President in the absence of the President. They are not automatically members of the Executive Committee unless they are members through an Area Committee.

## **Who are we hoping will apply?**

* People with a knowledge of the Town & Parish scene in Greater Lancashire
* People who have a visible & vocal presence in Greater Lancashire
* People who understand the nature and commitment required from, councillors in Greater Lancashire
* People who are prepared to advocate on behalf of the Association to external bodies

## **Role descriptors**

**President**

* + Be an **Advocate** capable of being heard by local/regional/national - media, government, civil servants, related industry.
	+ Be an **ambassador** acting as an advocate with a positive image, who is seen to represent the values of the Association
	+ Serve as a non-voting member of the Executive Committee.
	+ Chairing of AGM/EGM

**Vice-Presidents**

* Substitute for President in above roles
* Have a skill set that complements the President’s

**Treasurer**

* To ensure that there is a financial strategy for LALC
* To ensure financial regulations and controls are in place
* Propose the budget at the AGM
* Work with the officers of LALC

A copy of the current constitution and the latest newsletter will be sent out with this nomination form.

## **Election system**

The nomination forms are sent out by LALC 35 working days before the AGM (1st November). In 2025, this will be the 20th of September, and the forms will also be posted on the website.

The nomination forms must be received 10 working days before the AGM, which in 2025 is the 24th of October. This allows the completed forms to be sent out with the agenda on the 24th of October (5 working days before the AGM on the 1st of November).

The nominated candidate needs to be present at the AGM so that members can meet the candidates and so the President can chair the meeting after election.

## **A picture containing shape**Nomination form for President & Vice President

|  |  |
| --- | --- |
|  Role nominated for | President Vice-President  |
| Name  |  |
| Address |  |
| Proposer (state Area Committee) |  |
| Seconder (state Area Committee) |  |
| Please explain how the nominee can meet the criteria set out.*NB: A short summary of their background and expertise is also welcomed, either by CV or covering statement, to help members understand their suitability for the role.* |  |
| On the day of the AGM a single slide will be shown summarising the details submitted in this nomination. Is the nominee happy for the LALC to prepare the slide?Yes/NoIf the nominee is preparing the slide themselves, please can this be sent in with the nomination forms. |
| I agree to be nominated for the role of President/Vice President.I will attend the AGM on the 1st of November 2025.  | SignedDated |

Should you have any questions regarding either role, please do not hesitate to contact us by email at [office@lalc.org.uk](file:///C%3A%5CUsers%5CDebraPlatt%5CDownloads%5Coffice%40lalc.org.uk) or by calling 01772 750900***.***