

Briefing Note



Information for Parishes with Elections in 2024

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Background

This briefing note is for Parishes with elections in May 2024. A list of Parish Councils with elections (including the number of vacancies to be filled) is set out in Annex A. Please contact [Dominique Scholes](#) if any information is incorrect.

Casual Vacancies and Co-options

The 6-month rule started on Tuesday 7 November. This means for any vacancies that arise from this date, an election cannot be requested, unless more than one third of the total Council seats are vacant. A revised casual vacancy notice will need to be used before co-opting a councillor between now and May 2024.

Election Process to become a Parish Councillor

Parish councillors are elected by the public and serve a four-year term. The next scheduled Parish Council elections are due to take place on Thursday 2 May 2024 along with the Police and Crime Commissioner and City Council Elections.

These elections are planned and organised by the principal council (Milton Keynes City Council). There is currently no charge to parishes for the administration of scheduled parish elections, but by-elections are recharged to the parish.

Elections Act

Requirements to show photographic identification before voting, that were introduced in 2023 have not changed. Electors without photographic identification can apply for a free Voter Authority Certificate (VAC) until 5pm on Wednesday 24 April, at gov.uk/apply-for-photo-id-voter-authority-certificate.

Further changes to postal and proxy voting arrangements were introduced on Tuesday 31 October 2023 and will be in effect for the polls on Thursday 2 May 2024.

- When an elector applies for an absent vote, they now need to supply their national insurance number (or proof of their identity if they do not have one) in order to have their identity verified. Applications can now be made online at gov.uk/apply-postal-vote or gov.uk/apply-proxy-vote.
- Political parties and campaigners are banned from handling postal votes and electors can only hand-deliver a maximum of 6 postal votes to the Council Offices or Polling Station.
- An elector can act as proxy for no more than 4 people. Of these, at least 2 must be electors a registered in the UK.

More information is available [here](#).

2024 election timetable

Proceeding	Time	2024 Date
Publication of notice of election	Not later than the twenty-fifth day before the day of election	Monday 25 March
Delivery of nomination papers	Not later than 16:00 on the nineteenth day before the day of the election	Any working day between 9am and 4pm, from Monday 25 March - Friday 5 April
Delivery of notices of withdrawals of candidates	Not later than 16:00 on the nineteenth day before the day of election	4pm on Friday 5 April
Publication of statement as to persons nominated	Not later than 16:00 on the eighteenth day before the day of election	Not later than 4pm on Monday 8 April
Deadline for receiving applications to register to vote	12 working days before the day of the election	Tuesday 16 April
Deadline for receiving new postal vote applications or cancelling existing postal votes	5pm 11 working days before the day of the election	5pm on Wednesday 17 April
Deadline for receiving new applications: <ul style="list-style-type: none"> to vote by proxy for a Voter Authority Certificate (VAC) 	5pm 6 working days before the day of the election	5pm on Wednesday 24 April
Notice of poll	Not later than the sixth day before the day of election	Not later than Wednesday 24 April
Polling Day	Between the hours of 07:00 and 22:00 on the day of election	Thursday 2 May
Counting of votes	After the Close of Poll	Friday 3 May
Return of election expenses	28 calendar days after the election	Thursday 30 May

Contested Elections (where there are more candidates than vacancies)

If the Election is contested, further guidance will be distributed to all candidates. Where the Election is uncontested, those candidates who are validly nominated are elected. Councillors will officially take up office on Tuesday 7 May (this is because of the bank holiday on Monday 6 May).

All candidates (whether elected or not) must submit a spending return within 28 calendar days of the date of the election. A nil return is required even if no expenditure was incurred.

More information on submitting nomination forms, and qualification / disqualification of candidates is available in Annex B.

Annex A – Town, Parish and Community Councils with elections on 2 May 2024

Council	Ward (<i>if warded</i>)	Seats
Bletchley & Fenny Stratford	Central Bletchley	1
Bletchley & Fenny Stratford	Eaton North	3
Bletchley & Fenny Stratford	Eaton South	3
Bletchley & Fenny Stratford	Fenny Stratford	3
Bletchley & Fenny Stratford	Granby	1
Bletchley & Fenny Stratford	Manor North	2
Bletchley & Fenny Stratford	Manor South	3
Bletchley & Fenny Stratford	Newton Leys	3
Bletchley & Fenny Stratford	Queensway & Denbigh North	2
Bradwell	Bradwell	3
Bradwell	Bradwell Common	3
Bradwell	Heelands	4
Campbell Park	Fishermead	5
Campbell Park	Oldbrook	7
Campbell Park	Springfield	3
Campbell Park	Willen & Newlands	2
Campbell Park	Woolstone	2
Central Milton Keynes	Campbell Park	2
Central Milton Keynes	Central Milton Keynes East	3
Central Milton Keynes	Central Milton Keynes West	3
Clifton Reynes*	<None>	2
Lavendon	<None>	8
New Bradwell	<None>	9
Newport Pagnell	Newport Pagnell North	6
Newport Pagnell	Newport Pagnell South	10
Newton Blossomville*	<None>	3
Old Woughton	Passmore	2
Old Woughton	Woughton on the Green North	3
Old Woughton	Woughton on the Green South	2
Old Woughton	Woughton Park	2
Olney	<None>	15
Ravenstone	<None>	5
Simpson & Ashland	Ashland	5
Simpson & Ashland	Simpson Village	3
Stony Stratford	Fullers Slade	2
Stony Stratford	Galley Hill	2
Stony Stratford	Stony Stratford North	2
Stony Stratford	Stony Stratford South East	2
Stony Stratford	Stony Stratford South West	2
West Bletchley	Abbeys	4
West Bletchley	Castles	3
West Bletchley	Church Green	3
West Bletchley	Counties	3
West Bletchley	Fairways	3
West Bletchley	Poets	2
West Bletchley	Racecourses	2
West Bletchley	Rivers	3
West Bletchley	Saints	2
West Bletchley	Scots	3

Council	Ward (if warded)	Seats
Weston Underwood	<None>	5
Wolverton & Greenleys	Greenleys	3
Wolverton & Greenleys	Hodge Lea	2
Wolverton & Greenleys	Stacey Bushes	2
Wolverton & Greenleys	Wolverton East	4
Wolverton & Greenleys	Wolverton West	5

Annex B – further information for candidates

Submitting Nomination Forms

Nomination papers must be delivered by hand to the Returning Officer. A Parish Clerk, or other person may deliver nomination papers on behalf of a candidate, but that person is responsible for their safe / correct delivery.

Further details about where to deliver the forms and how to book an appointment will be updated on our webpage. The nomination form will need to be subscribed by two local government electors who are on the Electoral Register for the relevant Parish/Parish Ward.

Nomination papers will be available on the Council's website in the new year. They will also be available to download from the Electoral Commission website.

We strongly recommend an informal check prior to officially delivering a completed nomination paper. These can be booked in the new year by contacting [Dominique Scholes](#), or [Peter Taylor](#).

In all cases, three forms must be delivered:

- Nomination form
- Candidate's consent to nomination
- Home address form

Where a candidate wishes to stand with the description and emblem of a political party, two further forms must be submitted:

- Certificate of authorisation
- Request for a party emblem form

Qualifications for Standing as a Councillor

1. Be at least 18 years old
2. Be a British citizen, eligible Commonwealth citizen or a citizen of any member state of the European Union
3. Meet at least one of the following criteria:
 - a) You are, and will continue to be, registered as a local government elector for the parish in which you wish to stand from the day of your nomination onwards.
 - b) You have occupied as owner or tenant any land or other premises in the parish area during the whole of the 12 months before the day of your nomination and the day of election.
 - c) Your main or only place of work during the 12 months prior to the day of your nomination and the day of election has been in the parish area.
 - d) You have lived in the parish area or within three miles of it during the whole of the 12 months before the day of your nomination and the day of election.

Disqualification for Standing as a Councillor

You cannot be a candidate if at the time of your nomination and on polling day:

- a) You are employed by the parish council or hold a paid office under the parish council.
- b) You are the subject of a bankruptcy restrictions order or interim order.
- c) You have been sentenced to a term of imprisonment of three months or more (including a suspended sentence), without the option of a fine, during the five years before polling day and the ordinary period allowed for making an appeal or applications in respect of the conviction has passed.
- d) You have been disqualified under the Representation of the People Act 1983 (which covers corrupt or illegal electoral practices).
- e) You are subject to the notification requirement of or under Part 2 of the Sexual Offences Act 2003, and the ordinary period allowed for making an appeal or application in respect of the order or notification has passed.