

NOMINATIONS FOR ELECTION

Introduction

If you would like to stand for election as a Local Party Officer or Member of the Management Committee, you will need send me the following details **by 5 pm on Wednesday 18th November**.

Information you must send me:

For Yourself:

- Your Full Name
- Your Membership Number
- Your Post Code
- Your Email address (if you have one – otherwise say Not Applicable)

The Position(s) for which you would like to stand:

Your Proposer's:

- Full Name
- Membership Number

Your Secunder's:

- Full Name
- Membership number

You may provide all the details set out above for yourself, your Proposer and your Secunder by replying to this email. Alternatively, just provide your own details indicating who your Proposer and Secunder are and ask them to provide their own details separately to me, including that they are supporting you for a particular post(s).

Please note that I shall contact your Proposer and Secunder directly at the email address, phone number or postal address recorded in their details in the membership records to confirm that they do indeed wish to Propose and Second you.

Am I limited to applying for only one position?

No – you may apply for as many as you wish but you may only be elected for one position.

What happens if there is a contest?

If any Management Committee places are contested, for example if there are 2 candidates for 1 available position, e.g. Secretary for example, elections will need to be online the week after the AGM, so that all members can participate.

Some background detail on particular posts which require particular skills

Taking part in the management of the Local Party requires commitment but can be very rewarding. All of the posts mean you will be at the heart of decision making in the Local Party and will provide a good opportunity to acquire skills transferable to a wide range of employment or other voluntary activity. Although a certain aptitude is needed for the particular posts individually described below, no previous experience is essential. Extensive training and support is available from the National Party, as well as handover from previous incumbents.

Treasurer

The Treasurer is one of two posts (the other being Chair) which must be filled, otherwise the Local Party is automatically suspended. You will need to be comfortable with figures and with using Excel, Word and other software for which training is available. A background in accountancy helps but is not essential. You will be liaising with our Bank, preparing Monthly Management Accounts, a Budget, bank reconciliations, the Annual Accounts and occasional Returns and Reports to Headquarters as well as to Management Committee (monthly) and Executive Committee (quarterly).

Secretary

The Secretary is responsible for the arrangements for meetings of the Management Committee, Executive Committee and AGM. This involves liaising with the Chair on the relevant Agendas, minuting the meetings and chasing up action points. A good working knowledge of Microsoft Word is essential, and you will require to be an “organised” person. You will also need to become fully familiar with our Constitution in order to guide Officers and Members regarding compliance with it.

Honorary President

This will require your full name, membership number, email, postcode, and the same information for your proposer and seconder.

Management Committee

The Management Committee comprises the Officers and Other Members set out in Item 7 in the Agenda and elected at the AGM. They are all ex-officio members of Executive Committee.

The Officers of the Local Party shall be the:

- (a) Chair;
- (b) Two Vice-Chairs, one for each parliamentary constituency;
- (c) Treasurer;
- (d) Secretary;
- (e) Elections Officer;
- (f) Membership Development Officer;
- (g) Diversity Champion.

The Constitution provides for the election of up to 5 members of Management Committee who are not Local Party Officers. Additional Single Responsibilities (ASR) roles may be assigned to people recruited from, or co-opted to, the Management Committee to perform a one-off role such as the following (some roles may be officer roles which would be:

- (a) Data officer;
- (b) Fundraising Co-ordinator(s);
- (c) Events Co-ordinator(s);
- (d) Press Officer(s);
- (e) Chair(s) of sub-committees where appropriate;

(f) Representatives to joint committees with other Local Parties

Will I be able to be Nominated for Election even if I am unable for any reason to attend the AGM?

Yes you will. Provided that I have received your complete and valid Nomination for any position by 5 pm on Wednesday 18th November, your name will go forward as a candidate for Election at the AGM for the position(s) you wish to apply, and I shall advise you within a week as to whether or not you have been elected.

Christopher Woolmer

23rd October 2026