



## Legal and Democratic Services

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*Date:*

*Your ref:*

*Our ref:*

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### TO: ALL PARISH COUNCIL CLERKS

Dear Sir/Madam

### PARISH COUNCIL REPRESENTATION ON STANDARDS COMMITTEE

You will recall my recent letter to you seeking a nomination from your Council of a member to serve as a Parish Council representative on the Council's Standards Committee.

Nominations have now closed and I set out below the names etc. of the candidates. The candidates are listed alphabetically (by surname) rather than by parish. A brief personal profile is attached for your information.

#### NOMINEE

#### PARISH

- 1.
- 2.
- 3.

None of the other Parish Councils submitted nominations by the deadline.

I am now writing to ask your Parish Council to vote for **two** of the candidates. A voting slip is attached which should be returned.

I would be pleased therefore to receive your Council's **two votes** by no later than **5pm** 22 January 2020. Hopefully, this will give you the maximum time in which to consider the issue. Any votes received after that time will **not** be taken into consideration.

I will write to you again giving details of the candidates appointed to serve on the Standards Committee.

**Kim Webber BSc (Hons) MSc**  
**Chief Executive**

If you have any queries in relation to this matter please do not hesitate to contact me on 01695 585097 or e-mail [susan.griffiths@westlancs.gov.uk](mailto:susan.griffiths@westlancs.gov.uk)

Yours faithfully

Sue Griffiths  
Principal Member Services Officer

**Enc.**

1. Personal profiles
2. Voting Slip