

Millfields Users Group Election Process

Agreed by group meeting 7 December 2011

Before the Meeting

1. Invitation to stand sent out at least 4 weeks before meeting (email, park noticeboards)
2. Candidates invited to send in statement by 1 week before meeting, which will be posted on website.
3. There is no word limit for statements for posting online but candidates must submit a version not longer than 200 words for printed circulation at the meeting. Longer texts will be truncated when printed.
4. Candidates should be nominated by one other park user; nomination can be at meeting (i.e. candidate may send in statement without having a nominator)
5. People can stand and be nominated at the meeting but cannot make a statement at the meeting

At the Meeting

6. Committee will prepare a reasonable number of voting papers, with blanks for those standing at meeting
7. Committee will prepare a reasonable number of copies of a document containing the 200-word candidates' statements.
8. Candidates can identify themselves but not make an oral statement.
9. If there are more than 12 candidates, an election is held by secret paper ballot
10. If candidates stand at the meeting the chair will read out their names for voters to write on the ballot paper
11. If there are too few voting papers prepared, blank lined paper will be distributed and the chair will read out all candidates' names (as many times as necessary)
12. Everyone at the meeting has 12 votes (or the number of committee seats up for election)
13. The meeting will elect 2 tellers to count votes. They may be council officers or local councillors attending as observers. They will not be candidates, unless no other person can be found.
14. Tellers will announce the names of people elected but not the number of votes received
15. Tellers promise not to reveal any other information about votes cast
16. After the election, ballot papers will be placed in a sealed envelope and kept for 6 months by one of the tellers or by another person acceptable to the meeting

By-elections

If committee place(s) become vacant between AGMs:

17. An election will be held, using the same procedure, at the first possible group meeting (i.e. if the vacancy occurs less than 4 weeks from a meeting, the election occurs at the meeting after that).
18. If there is only one seat up for election, and more than 2 candidates, single transferable vote¹ will be used.

¹ STV: Voter numbers candidates in order of preference. Teller redistributes 2nd (etc) votes from candidate(s) with least votes.