



Elections on Thursday 3 May 2018

Notes:

This document is designed to be used and read on-line, and will be updated at several points, in particular in the period between March 2018 and the date of the elections.

1. Click on the links in the following list to go straight to the subject shown. Alternatively, use the “Bookmarks” Tab to help you navigate the document; and
2. If you do print this, it is suggested that you use the email alert service so that you are notified of updates to the page. To do this, scroll to the bottom of the [Future Elections](#) page by following the link from www.westoxon.gov.uk/elections and use the facility in the box at the right hand side to register to receive email updates.

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West Oxfordshire District Council Elections

On Thursday 3 May 2018 there will be elections for 17 seats on the West Oxfordshire District Council.

These will be for one seat in each of the following Wards (areas), with the exception that **two** seats will be filled for Freeland and Hanborough:

Ascott and Shipton	Ducklington
Bampton and Clanfield	Eynsham and Cassington
Brize Norton and Shilton	Freeland and Hanborough (two seats)
Burford	Standlake, Aston and Stanton Harcourt
Carterton North East	The Bartons
Carterton North West	Witney East
Carterton South	Witney South
Chipping Norton	Woodstock and Bladon

For details of current members of the District Council please see [the Council's website](#). If you are unsure of the Ward in which you live, please use the postcode search facility on the website home page at www.westoxon.gov.uk

For Freeland and Hanborough there are two seats to be filled because of the resignation of a councillor. This means that the person elected with the most votes will serve a four year term; and the person finishing second will serve until May 2020, which is the remainder of the period which would have been served by the person who resigned.

Parish and Town Council Elections

Elections for 115 seats on 17 Parish/Town Councils are also scheduled for Thursday 3 May 2018, as follows (number of seats shown in brackets):

Ascott under Wychwood (5)	Ducklington (9)
Asthal (5)	Fulbrook (5)
Aston, Cote, Shifford and Chimney (7)	Sandford St Martin (5)
Bampton (11)	Shilton (5)
Bladon (6)	Shipton under Wychwood (7)
Brize Norton (7)	Standlake (7)
Burford (11)	Steeple Barton (9)
Cassington (5)	Swinbrook & Widford (5)
Curbridge (5) and Lew (1)	

Returning Officer – District and Parish/Town Elections in West Oxfordshire

The Returning Officer for the District and Parish/Town Council elections is Keith Butler, who is based at the District Council offices at Woodgreen, Witney. See [below](#) for contact information.

Candidates' Nominations – District and Parish/Town Elections

Candidates' nominations for the **District and Parish** elections have to be submitted to the Returning Officer, via the Elections Office, Council Offices, Woodgreen, Witney from Tuesday 27 March 2018 and by **no later than 4 pm on Friday 6 April 2018**.

Nomination Papers are available from the Returning Officer and, in the case of the Parish/Town Council elections, are alternatively available from the Parish/Town Clerk. For more information about nominations please [contact electoral services](#). For details of Clerks to Town and Parish

Councils, visit the [Parish and Town Councils](http://www.westoxon.gov.uk/localcouncils) page of the WODC website (www.westoxon.gov.uk/localcouncils).

Information about the candidates nominated will be available from the [Elections](http://www.westoxon.gov.uk/elections) page of the website as soon as possible after the closing time of 4 pm on Friday 6 April 2018 (www.westoxon.gov.uk/elections).

Guidance for Candidates and Agents at the District and Town/Parish Council Elections

Information and guidance for candidates prepared nationally by the Electoral Commission is available from the [Commission's website](http://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/local-elections-england-and-wales) (www.electoralcommission.org.uk/i-am-a/candidate-or-agent/local-elections-england-and-wales) for District candidates; and <https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-and-community-council-elections-in-england-and-wales> for Parish or Town candidates).

Please note that nomination papers will not be available from the District Council's website, but will be supplied by the Elections Office, on request.

Counts and Results - District and Town/Parish Council Elections

District election ballot papers will be counted immediately after the close of poll on Thursday 3 May 2018. For contested Parish or Town elections, the count will either take place overnight or the following day, and this will be decided when the number that are contested is known – i.e. after the close of candidate nominations on Friday 6 April 2018. More information on this will be provided in due course.

The results will be available on the [Election Results](http://www.westoxon.gov.uk/elections) page of this website as soon as all are known (from www.westoxon.gov.uk/elections).

Polling Hours and Polling Stations

Polling hours on Thursday 3 May 2018 will be from 7 am until 10 pm.

Information about the location of polling stations will be available on the District Council website, from early in April.

Official Poll Cards

Official Poll Cards, stating the hours of the poll and the details of the polling station, will be sent to all eligible registered voters. It is expected that these will be posted on or very soon after Tuesday 27 March 2018.

Poll Cards for Postal Voters

Persons registered to vote by post, do not receive an "Official Poll Card". However, a poll card for postal voters will be sent to them to confirm that they are registered to receive a postal ballot pack and giving other information, including how to change or cancel the arrangement. It is anticipated that these will be posted on or very soon after Tuesday 27 March 2018.

Please note that if you already have a postal or proxy voting arrangement in place, it can be changed or cancelled on application received no later than 5 pm on Wednesday 18 April 2018. It CANNOT be changed after that date.

Postal and Proxy Voting: Elections on Thursday 3 May 2018

Anyone who is registered to vote may apply to vote by **post**. An application form is obtainable from the [electoral registration](http://www.westoxon.gov.uk/register) page of this website (www.westoxon.gov.uk/register) or from the Elections Office at Woodgreen.

Applications have to be received by the Electoral Registration Officer, via the Elections Office, Council Offices, Woodgreen, Witney, Oxon, OX28 1NB by **no later than 5 pm on Wednesday 18 April 2018**. As an alternative to posting, signed applications may be sent as a scanned email attachment to elections@westoxon.gov.uk but please note that the scan needs to be of good quality, and a photograph of an application form is not likely to be sufficient.

Alternatively, registered voters may apply to appoint a proxy to vote on their behalf. Applications to vote by proxy must be received by **no later than 5 pm on Wednesday 25 April 2018**. Please note that applications to vote by proxy have to be supported by a reason for requiring a proxy (e.g. because of being away on holiday on polling day). This is detailed on the application form, obtainable on request. For information and/or an application form, please [contact electoral services](#).

After **5 pm on Wednesday 25 April 2018**, there is provision for the appointment of a proxy because of unforeseen illness/physical incapacity or on grounds of occupation, service or employment. Any such applications (i) can be allowed only if the circumstances which lead to the application occurred after that date and time; (ii) have to be attested (supported) by a specified person; and (iii) can be received from then, but no later than **5 pm on polling day, Thursday 3 May 2018**. Further guidance is obtainable from the elections office.

Please note that if you already have a postal or proxy voting arrangement in place, it can be changed or cancelled on application received no later than 5 pm on Wednesday 18 April 2018. It CANNOT be changed after that date.

Posting of Postal Votes to Voters

It is currently anticipated that the majority of postal ballot papers for Thursday 3 May 2018 will be posted on **Monday 16 April 2018**. However it cannot be guaranteed that they will be posted then.

Postal packs for those who apply for their postal vote in the last few weeks leading to the deadline will be posted a day or two later, intended to be no later than **Friday 20 April 2018**.

Although all postal ballot packs will be sent first class, there is also no guarantee that they will be delivered the day after they have been posted. Therefore if you are going to be away and the postal papers are due to be sent to your home address you may need to consider changing that arrangement to be on the safe side.

Registering to Vote

For persons not included in the register of electors, applications for registration need to be received by no later than **Tuesday 17 April 2018** in order to be able to vote on Thursday 3 May 2018.

If you are not registered, the easiest and quickest way to apply is via www.gov.uk/register-to-vote - you will need your national insurance number as part of the application process.

People who do not have internet access may [contact electoral services](#) for an application form.

If you are uncertain whether you are registered, please [contact electoral services](#) (this opens a contact form on the Council's website) or telephone 01993 861410.

Further Information/Contact Us

For further information on elections in 2018, you may [contact electoral services](#) (this opens a contact form on the Council's website) or telephone during office hours via 01993 861410 or write to The Elections Office, Council Offices, Woodgreen, Witney, Oxon, OX28 1NB. The email address is elections@westoxon.gov.uk

For detailed general information on all aspects of electoral matters, visit the website of the [Electoral Commission](http://www.electoralcommission.org.uk). (www.electoralcommission.org.uk). The Commission has also established an additional website specific to registering to vote and voter queries about forthcoming elections. This site is at www.yourvotematters.co.uk/

WODC Electoral Services

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