



Electoral Services Office
Causeway House
Braintree
Essex
CM7 9HB
Tel: 01376 552525

Mrs K Melville-Ross
Clerk to Ashen Parish Council
Rookery House, Cockfield Road
Felsham
Bury St Edmunds
IP30 0QP

Ask for: Elections
Ext: 2750/2751
Date: 21 December 2020

Dear Mrs Melville-Ross

Filling the Casual Vacancy – Ashen Parish Council

I refer to your original email dated 24 September 2020 and follow-up email dated 20 December 2020 advising of the vacancy on the Parish Council due to the resignation of Cllr Nigel McCrea effective from 31 December 2020. As the resignation does not come into effect until 3 December, the Notice of Vacancy has been dated for display from 4 January 2021.

Enclosed are copies of the Notice of Vacancy which have been prepared in your name and I shall be pleased if you will arrange for copies to be published on the Parish Council Notice Boards by **4 January 2021**.

Please advise when the notices have been displayed.

I will of course write to you again following the closing date for the receipt of requests for an election to be held (Thursday 21 January 2021).

Yours sincerely

A handwritten signature in black ink that reads "A. M. Wright".

Andy Wright
Chief Executive

NOTICE OF CASUAL VACANCY

Ashen Parish Council

NOTICE IS HEREBY GIVEN that a vacancy has occurred in the office of Parish Councillor for Ashen Parish Council.

An election to fill the vacancy will be held if ten local government electors for the electoral area so request. Such request should be made in writing and must include name, address and signature. Requests must be submitted to the Proper Officer (Chief Executive) of Braintree District Council at Causeway House, Bocking End, Braintree CM7 9HB. The deadline for receipt of requests is no later than 5:00pm on 21 January 2021.

If an election is not requested as aforesaid the vacancy will be filled by the Parish Council as soon as is practicable.

4 January 2021

**Mrs K Melville-Ross
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