

Staffordshire County Council Elections – Thursday 1 May 2025

1. Deputy Returning Officer's Information for Candidates
2. Pre-election Period Letter
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5. Guidance for Candidates and Agents:

[The Full Electoral Commission guidance can be found here.](#)

It is essential that you read this guidance carefully.

6. Election Posters and Street Furniture
7. Polling Stations listed by electoral area
8. **[Nomination Pack](#)** – *Please see separate pack.*
(The nomination forms have changed. Please **DO NOT** use old packs.)
9. **Example Nomination Forms - Completion Guidance and examples** – please see separate pack

Staffordshire County Council Elections – Thursday 1 May 2025

Information for Candidates

1. Introduction

This pack is prepared for candidates and agents it contains documentation and information relating to the local elections taking place within the County of Staffordshire. Whilst my colleagues and I will be as helpful as possible, it is the duty of the Returning Officer to conduct the elections taking place in accordance with the appropriate laws, rules, and regulations. You need to be aware that it is your responsibility to comply with the law, rules, and regulations at all times.

2. Electoral Services

All communications should be sent or delivered to:

The Deputy Returning Officer
Tamworth Borough Council
Marmion house
Lichfield Street
Tamworth
Staffordshire
B79 7BZ

Telephone: 01827 214155

Email: elections@tamworth.gov.uk

General queries regarding the election process and the Register of Electors should be made to this office.

Specific queries regarding the nomination process should be directed to:

Bernie Flanagan (Electoral Services Manager)
Telephone: 01827 709263
Email: bernadette-flanagan@tamworth.gov.uk

3. Enclosures (see Index attached to this document)

Timetable

A copy of the timetable is enclosed, and particular attention is drawn to the times and dates it contains. These will be adhered to absolutely.

Nomination Papers – please note that these have changed.

Nomination forms should be completed carefully. If you make an error during completion, you may make an amendment and initial it. Amendments should **not** however be made to the candidate's details once the paper has been subscribed. The paper should be completed with reference to the notes contained on it.

Please pay particular attention to the recent legislation on commonly used names as detailed in the notes and in the guidance from the Electoral Commission. [You can find this here.](#)

Only original copies of the nomination papers, home address form, consent to nomination, certificate of authorisation and emblem request (if required) and appointment of election agent (if required) will be accepted.

The candidate's consent to nomination **must** be completed at the same time as the nomination paper. The candidate's date of birth must be included. Anyone can witness the consent because they are only witnessing a signature, but it must be the same person that attests the Home Address form. **Also, if you qualify for more than one criterion you are advised to complete all relevant sections.**

Appointment of Election Agent

This form should be completed and be delivered at the same time as the nomination paper. Any candidate **not** completing this section (and delivering) will be deemed to be their own Agent.

Your attention is drawn to this section and a reminder on the Registration of Political Parties Act 1998, as amended by the Political Parties, Elections and Referendums Act 2000, on the use of description and a registered party emblem. You are advised to consult any local political party you may be a member of.

Requirement for Secrecy

[You can find the relevant secrecy requirements on the Electoral Commission website here.](#) Please ensure that any campaigners are provided with the correct version for the role they are undertaking on your behalf. **Please distribute these as necessary.**

Register of Electors

As a candidate you are entitled a free copy of the current electoral register for the electoral area you are standing in. A copy of which can be supplied upon written request by the candidate. The register is the one in force from 1 March 2025. However, the deadline for registering in time for this election is not until Friday 11 April. Any registration applications received up to this deadline will be included in the register for the polling station.

Candidate's Guide

A link to the Electoral Commissions, "Guidance for Candidates & Agents" can be found on the front page of this pack.

Display of Election Posters – Codes of Practice

Enclosed is the County Council's letter about **NOT** displaying any election material in or on the public highway, including street furniture such as lamp posts. **Please ensure that all your helpers associated with the election observe these rules.**

Role of Tellers

Please refer to the note about tellers at polling stations and guidance within the Electoral Commission's Guidance.

Method of Election

If the number of valid nominations received exceeds the number of seats vacant, election will be by polling on Thursday 1 May 2025.

The remainder of these notes deal with election by polling.

Poll Cards

When elections are contested the issue of poll cards is mandatory. Poll cards will be issued before absent vote and Voter Authority Certificate deadlines, reminding the public of these dates. Information regarding voter ID and the accepted forms of ID will be included on poll cards where required. Poll Cards will be distributed from Monday 24 March 2025.

Absent Voting

The way electors apply to vote by post and proxy has changed. They are now able to apply to vote by post and certain types of proxy online. Electors can do this here:

Postal Vote Application: [Apply for a postal vote - GOV.UK](#)

Certain Proxy Vote Applications: [Apply for a proxy vote - GOV.UK](#)

Please note that the Electoral Registration Officer must still capture personal identifiers i.e., signature and date of birth in a standard format for all absent voters. Consequently, you are advised electors to apply online using the web addresses above or if they are unable to apply online to pass the requests for postal and proxy votes to the Electoral Services Office. There are links to the Gov.Uk absent vote application websites on our Election 2025 webpage.

All absent voters will be sent a poll card. It is a legal requirement to send this poll card which reminds the elector of this facility, the proposed date, the ballot papers being sent (if a postal voter) and how to cancel their postal/proxy vote if they wish to do so.

Postal Vote deadline – 5pm on Monday 14 April 2025

Proxy Vote deadline – 5pm on Wednesday 23 April 2025

Voter ID

Since May 2023, electors who vote in person at a polling station have been required to show an [approved form](#) of photo identification before they can be issued with a ballot paper.

If an elector's photographic identification document has expired it will still be accepted so long as the photograph is still a good likeness, unless it is a temporary Voter Authority Certificate which is not valid for use on the date of poll.

An elector may be required to provide further proof of identity if there is any discrepancy between the name as shown on the form of photographic identification and the name of the elector.

If an elector does not have an approved form of ID, they can apply for a free Voter Authority Certificate. Electors can apply online at <https://www.gov.uk/apply-for-photo-id-voter-authority-certificate>

Paper applications are also available if needed please see the Electoral Commission website or contact the Electoral Services Office for more information.

The deadline to apply for a Voter Authority Certificate before these polls is 5pm on Wednesday 23 April 2025.

Polling Stations

I enclose a list of the 52 polling stations we have booked for these elections.

Please note that there has been changes.

4. Delivery of Nomination Papers

Please note that there are new form layouts and forms.

The earliest date for delivery is **Tuesday 25 March 2025**. The papers should be delivered by hand to the address shown on the Notice of Election and in accordance with the timetable and before the last time for delivery i.e. **4pm on Wednesday 2 April 2025**. This is an absolute deadline, and any papers received after this, even by a few minutes will be invalid.

An informal check of nomination paper details will be carried out prior to formal submission, this will take place whilst you wait. It is advised that an appointment is arranged to complete this process. A formal confirmation of validity letter will follow to the candidate.

It is in your own interests to submit your paper as early as possible to safeguard your nomination in the event that errors are discovered at the informal checking stage.

All nomination papers must be delivered by hand.

The Statement of Persons Nominated for each Electoral area will be published as soon as possible following the close of nominations but not later than 4pm on Thursday 3 April 2025. These will be displayed at the Council Offices and be posted along with other articles on the Council's website www.tamworth.gov.uk/elections-2025

5. Inspection of Nomination Papers

Nomination papers will be available for public inspection at the Electoral Services Office during office hours on any working day from the close of nominations up to and including the day before polling day.

6. Withdrawal of Candidature

If, you wish to withdraw your candidature a Notice is enclosed for completion in such circumstances. Please note that the deadline is **4pm on Wednesday 2 April 2025**.

7. Count Centre

The verification and count will take place at The Sports Hall, The Rawlett School, Comberford Road, Tamworth, B79 9AA.

The verification and counting of ballot papers will take place overnight on Thursday 1

May 2025. Tickets will be issued for attendance at the verification and count processes for those duly appointed or legally entitled to be present. Tickets will be available for collection from **Monday 28 April 2025 from the Post Room at Marmion House**. We shall only issue tickets to any names that have been formally notified to us, we shall not automatically be issuing these to any spouse/partner unless you tell us who they are using the official form.

8. Contested Election Provisions

Postal Ballot Papers – Issue

For your information postal ballot papers will be issued from **Wednesday 9 April 2025**. Please note that under current legislation only the Returning Officer and his staff are entitled to attend the issue of postal ballot papers.

Postal Ballot Paper – Opening

Please refer to the Postal Vote Timetable below.

You are legally entitled to attend – please complete and return the appropriate form if you wish to appoint an agent in addition to attending yourself. Please let me know if you are to attend by submitting the [appropriate form](#).

You will only be allowed to see the process for the electoral area you are standing in.

Each stage will involve a scanning and checking process of the personal identifiers (i.e., signature and date of birth) given on the security statement using our computer system.

Please note – all ballot papers will be kept face down at all times. All sessions will be held on the 1st Floor at the Council Offices, Tamworth unless otherwise stated. We intend to pre-split the outer envelope prior to opening. **You will not be allowed to make any tally charts.**

Dates & Times for the Opening of Postal Votes

Session No	Date	Time
TR	Wednesday 23 April	9:30am for Training
1		10:00am to 5:00pm
2	Thursday 24 April	10:00am to 5:00pm
3	Friday 25 April	10:00am to 5:00pm
4	Saturday 26 April <i>(Unlikely to be required so please check it is going ahead before you make plans to attend.)</i>	10:00am to 4:00pm
5	Monday 28 April	10:00am to 5:00pm
6	Tuesday 29 April	10:00am to 5:00pm
7	Wednesday 30 April	10:00am to 5:00pm
8	Thursday 1 May	10:00am to 5:00pm
		From 8pm at verification & count venue.

Candidates and Agents will be given a minimum of 48 hours' notice regarding additional sessions added to the postal vote opening schedule.

The sessions listed above will only take place if there is enough post received to run the session.

Agents are requested to contact the Electoral Services Office to confirm whether opening sessions they wish to attend are going ahead.

9. Post-Election Procedures

Acceptance of Office

Successful candidates are required to positively accept the office of councillor by making a declaration of acceptance of office. You will receive an information pack containing more information at the count.

Candidate Expense Returns

Candidate expense returns must be completed and submitted within 35 days of the declaration of result even if nothing has been spent on the campaign. These should be sent directly to Staffordshire County Council using the details below:

Simon Humble
Governance & Support Manager
Member & Democratic Services
Staffordshire County Council
2 Staffordshire Place
Tipping Street
Stafford
ST16 2DH

Guidance for Members and officers on the pre-election period Tuesday 25 March to Thursday 1 May 2025

The Staffordshire County Council elections will take place on Thursday 1 May. This Guidance has been produced to offer advice to Members and officers in respect of publicity and other related matters during the pre-election period which commences on Tuesday 25 March 2025.

Publicity

The Code of Recommended Practice on local authority publicity (*the Code*) must be followed and places a number of restrictions upon the us during the pre-election period. The Code can be found here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/5670/1878324.pdf

The Code prevents the council from issuing any publicity that would be seen to support or promote individual candidates, groups or political parties involved in an election campaign or attempt to influence voters.

The key points to be aware of in the Code are:

33. Local authorities should pay particular regard to the legislation governing publicity during the period of heightened sensitivity before elections and referendums – see paragraphs 7 to 9 of this code. It may be necessary to suspend the hosting of material produced by third parties, or to close public forums during this period to avoid breaching any legal restrictions.

34. During the period between the notice of an election and the election itself, local authorities should not publish any publicity on controversial issues or report views or proposals in such a way that identifies them with any individual members or groups of members. Publicity relating to individuals involved directly in the election should not be published by local authorities during this period unless expressly authorised by or under statute. It is permissible for local authorities to publish factual information which identifies the names, wards, and parties of candidates at elections.

35. In general, local authorities should not issue any publicity which seeks to influence voters.

The Local Government Association have also issued some helpful guidance for councillors that is available here <https://www.local.gov.uk/our-support/guidance-and-resources/pre-election-period>

All local authorities in England and Wales are under a duty to have regard at all times to the Code.

council resources

During the pre-election period, council resources will only be used in support of, and in connection with, day to day 'business as usual' activities.

Decision making

In relation to decision making, the position remains that it is 'business as usual'. Case law has made it clear that even controversial planning applications can be considered by a council's planning committee, during the pre-election period.

In the vast majority of cases, the pre-election period will have no impact on normal council business.

What can still be done?

- The council must continue supporting day-to-day business and therefore formal meetings such as Cabinet, Scrutiny Boards and other meetings prescribed by the council's constitution can still be convened, but care must be taken to ensure that agendas do not offer any perceived political gain.
- Individual Cabinet Member decisions can still be taken.
- Public scrutiny of council decisions.
- Officers can continue to make decisions in accordance with the delegated powers.
- Consultations, launches and other public events can still take place, but the attendance of election candidates should be avoided, and any resulting publicity will be purely factual in content.
- Members holding key positions are able to comment within the council's own publicity only in an emergency or in response to an issue which arises outside of the council's control, for example, comment on a public safety incident.

What cannot be done?

- The council's resources, including powers and facilities, cannot be used for electoral campaigning or political purposes. Council headed stationery, logo and other related designs must not be used or appear in any election related campaign material.
- There will be no publicity issued which supports, or appears to support, any individual candidates, groups or political parties involved in an election campaign, or which seeks to influence voters.

- Council resources, including officer time, must not be used to prepare any party-political information including newsletters, leaflets, photos, banners, badges, voter lists, canvassing maps.
- Member and officer council e-mail addresses (@tamworth.gov.uk), any council provided computer hardware and software and council provided data networks (in the council offices or at home) including smartphones must not be used for anything other than in the support and promotion of day-to-day council business. They must not be used to promote any political campaign or electioneering activity.
- There will be no publicity issued across any council format or channel which supports, or appears to support, any individual candidate, groups or political parties involved in an election campaign, or which seeks to influence voters. Council channels include, but are not restricted to, social media, public relations, printed materials, e-bulletins and pages on our website. Where messages are issued by council officers via social media, Members should refrain from commenting on those messages or, in the case of X, of forwarding (or sharing) those messages and adding personal comment.
- Party political information and / or campaign material must not be displayed in, or on, any council property including the council house, street furniture or vehicles.

In the event of a query

If Members or officers have any questions regarding this guidance or in relation to particular circumstances, they should contact:

Nicola Hesketh, Monitoring Officer on 01827 709266
Nicola-Hesketh@tamworth.gov.uk

March 2025

Staffordshire County Council Elections – Thursday 1 May 2025

Key dates and Deadline for Thursday 1 May 2025

All information and election notices will be published here:

www.tamworth.gov.uk/elections-2025 (this page will not go live until the end of February.)

A Candidates and Agents Briefing will take place on Wednesday 12 March at [6:00pm via Teams](#).

Nominations will run daily from Tuesday 25 March to Wednesday 2 April between the hours of 10:00am and 4:00pm (excluding lunch).

An additional **Candidates and Agents Briefing** will take place via Teams on Friday 4 April at 6pm for confirmed candidates and agents. The link for this will be email to candidates and agents around 6pm on Wednesday 2 April.

Postal Vote Issue Dates – visit to printers will be on Wednesday 9 April.

Postal Vote Posting Dates (using Royal Mail 1 st Class)	
1 st Tranche	Wednesday 9 April (for existing postal voters and those who submit a successful application by 9 March.)
2 nd Tranche	Wednesday 16 April (for electors that submitted a successful application after 9 March.)
Hand issued tranches	Daily from Tuesday 22 April (as required)

Provisional Postal Vote Opening Sessions

Session No	Date	Time
TR	Wednesday 23 April	9:30am for Training
1		10:00am to 5:00pm
2	Thursday 24 April	10:00am to 5:00pm
3	Friday 25 April	10:00am to 5:00pm
4	Saturday 26 April <i>(Unlikely to be required so please check it is going ahead before you make plans to attend.)</i>	10:00am to 4:00pm
5	Monday 28 April	10:00am to 5:00pm
6	Tuesday 29 April	10:00am to 5:00pm
7	Wednesday 30 April	10:00am to 5:00pm
8	Thursday 1 May	10:00am to 5:00pm
		From 8pm at verification & count venue.

The sessions listed above will only take place if there is enough post received to run the session.

Candidates and Agents must be given a minimum of 48 hours' notice should further sessions be added to this schedule.

Interim Notices of Alteration

	Determined by Date	Notice Publication Date
1 st Interim	Tuesday 1 April	Wednesday 2 April
2 nd Interim	Monday 7 April	Tuesday 8 April
Final Interim	Wednesday 23 April	Thursday 24 April

The verification & counting of votes will take place overnight on Thursday 1 May at:

The Sports Hall
The Rawlett School (An AET Academy)
Comberford Road
Tamworth
B77 9AA

The deadline to submit forms for polling and counting agents is Tuesday 22 April. Please ensure that you have returned your forms in good time.

Tickets for the verification and count can be collected from Marmion House between Monday 28 April and 4pm on Thursday 1 May. **Anyone who has not collected their verification and count ticket at this point may be refused entry into the verification and count venue.**

Timetable for local elections taking place in Tamworth on Thursday 1 May 2025

This timetable covers the following polls taking place on Thursday 1 May 2025:

- local government principal area elections (i.e. district, borough, county borough and unitary authority elections)
- parish council elections
- local authority mayoral elections in England
- police and crime commissioner elections in England
- any combined authority mayoral elections in England

The days which are disregarded in calculating the timetable are Saturday, Sunday, Good Friday, Easter Monday, bank holidays and any day appointed for public thanksgiving or mourning.

Please be aware that the timetable may change in the event of days being appointed for public thanksgiving or mourning.

Date	Event	Extra Information
Tuesday 25 March	Notice of Election Published for Staffordshire County Council elections	Will be displayed in main Reception area and on website.
Tuesday 25 March to Wednesday 2 April (4pm)	Nominations for the Staffordshire County Council elections	Nominations will be taken daily between 10am and 4pm. Please make an appointment by calling 01827 709263 or by emailing candidates&agents@tamworth.gov.uk Nomination Forms are available to download from the Electoral Commission. Further information will be available on www.tamworth.gov.uk/elections-2025 after the briefing has taken place on Wednesday 12 March. <u>Please ensure that you DO NOT use old nomination forms</u>
Wednesday 2 April	DEADLINE for receipt of Nomination Papers (4pm)	
	DEADLINE for withdrawal of candidature (4pm)	
	DEADLINE of Appointment of Election Agents	
	Publication of Notice of Election Agents (one per electoral area)	Will be displayed in main Reception area and on website as soon as possible after 4pm.

Date	Event	Extra Information
Thursday 3 April	Publish Statement of Persons Nominated	Will be displayed in main Reception area and on website no later than 4pm.
Sunday 6 April	Poll cards to be delivered by end of day	
Wednesday 9 April	1 st Tranche of postal packs posted 1 st class today.	This is for existing postal voters and those electors who submitted a valid application no later than 9 March.
Friday 11 April	DEADLINE for receipt of registrations (Midnight)	
Monday 14 April	DEADLINE for receipt of new postal vote applications (5pm)	Postal votes received between 10 March and the deadline will not be dispatched until Wednesday 16 April at the earliest.
	DEADLINE to amend or cancel an existing proxy or postal vote (5pm)	
	DEADLINE to apply for a postal proxy (5pm)	
Wednesday 16 April	2 nd Tranche of postal packs posted 1 st class today.	
Wednesday 23 April	DEADLINE to publish Notice of Poll (one per electoral area)	Will be displayed in main Reception area and on website.
	DEADLINE to apply for a proxy (5pm)	
	DEADLINE to apply for a Voter Authority Certificate (VAC) (5pm)	
Thursday 24 April	DEADLINE for Appointments of Polling and Counting Agents.	
Friday 25 April	First day to reissue lost/spoilt postal vote packs.	
Monday 28 April	Verification & Count tickets can be collected from today.	Tickets and information packs will be ready for collection from 9:00am from the Post Room at Marmion House.
Thursday 1 May	Polling Day (7am to 10pm)	

Date	Event	Extra Information
	<p>DEADLINE for receipt of Emergency Proxy Vote Applications (5pm)</p>	<p>The emergency MUST have occurred after 5pm on Wednesday 23 April.</p> <p>If after 5pm on Wednesday 23 April, the elector is unable to vote in person because they:</p> <ul style="list-style-type: none"> • Have a medical emergency that occurred after 5pm on Wednesday 23 April, or • Learnt that they cannot go to the polling station because of work reasons that occurred after 5pm on Wednesday 23 April • Voter ID due to being lost, stolen or damaged; sent away to prove ID elsewhere; ID applied for but not received.
	<p>DEADLINE to reissue lost/spoilt Postal Vote Packs (5pm)</p>	
	<p>DEADLINE to issue a Temporary Voter Authority Certificate for VACs that have been determined & issued after the deadline on Wednesday 23 April (5pm)</p>	<p>Temporary Voter Authority Certificates can only be issued in very specific circumstances. Please put any queries through to the Electoral Services Team.</p>
	<p>The verification and counting of ballot papers</p>	<p>The verification and counting of ballot papers will take place immediately after the close of poll at:</p> <p>The Sports Hall The Rawlett School (An AET Academy) Comberford Road Tamworth B79 9AA.</p> <p>Admittance will be via ticket only.</p>

Date	Event	Extra Information
<p>Friday 6 June +35 days from Declaration</p>	<p>DEADLINE to submit candidates' expenses</p>	<p>Please see the Electoral Commission website for further guidance.</p> <p>Election expenses should be sent directly to Staffordshire County Council using the details below:</p> <p>Simon Humble Governance & Support Manager Member & Democratic Services Staffordshire County Council 2 Staffordshire Place Tipping Street Stafford ST16 2DH</p>

Notification of secrecy requirements – postal voting

Section 66 of the Representation of the People Act 1983 (as amended)

3A) No person may—

(a) except for some purpose authorised by law, obtain or attempt to obtain information, or communicate at any time to any other person any information, as to the number or other unique identifying mark on the back of a ballot paper sent to a person for voting by post at a relevant election;

(b) except for some purpose authorised by law, obtain or attempt to obtain information, or communicate at any time to any other person any information, as to the official mark on a ballot paper sent to a person for voting by post at a relevant election;

(c) obtain or attempt to obtain information, in the circumstances mentioned in subsection (3B), as to the candidate for whom a person voting by post at a relevant election ("V") is about to vote or has voted;

(d) communicate at any time to any other person information obtained in contravention of paragraph (c).

(3B) The circumstances referred to in subsection (3A)(c) are where V is about to mark, is in the process of marking, or has just marked, a ballot paper sent to V for voting by post at the election.

(3C) But—

(a) a person ("E") who is voting by proxy does not contravene subsection (3A) by obtaining or attempting to obtain from the person appointed as E's proxy information as to a matter mentioned in paragraph (a) or (c) of that subsection that relates to E's vote, and

(b) a person who is appointed as proxy for an elector does not contravene subsection (3A) by communicating to that elector information as to a matter mentioned in paragraph (a) or (c) of that subsection that relates to that elector's vote.

(3D) Subsection (3A)(c) and (d) does not apply where the purpose (or main purpose) for which the information is sought or communicated is its use for the purposes of—

(a) a published statement relating to the way in which voters intend to vote or have voted at the relevant election, or

(b) a published forecast as to the result of that election which is based on information given by voters.

3E) In subsection (3D) —

(a) “forecast” includes estimate;

(b) “published” means made available to the public at large or to any section of the public, in whatever form and by whatever means;

(c) the reference to the result of the relevant election is a reference to the result of the election either as a whole or so far as any particular candidate or candidates at the election is or are concerned.

(4) Every person attending the proceedings in connection with the issue or the receipt of ballot papers for persons voting by post shall maintain and aid in maintaining the secrecy of the voting and shall not —

(a) except for some purpose authorised by law, communicate, before the poll is closed, to any person any information obtained at those proceedings as to the official mark; or

(b) except for some purpose authorised by law, communicate to any person at any time any information obtained at those proceedings as to the number or other unique identifying mark on the back of the ballot paper sent to any person; or

(c) except for some purpose authorised by law, attempt to ascertain at the proceedings in connection with the receipt of ballot papers the number or other unique identifying mark on the back of any ballot paper; or

(d) attempt to ascertain at the proceedings in connection with the receipt of the ballot papers the candidate for whom any vote is given in any particular ballot paper or communicate any information with respect thereto obtain at those proceedings.

[...]

(6) If a person acts in contravention of this section he shall be liable on summary conviction to a fine not exceeding level 5 on the standard scale or to imprisonment for a term not exceeding 6 months.

Notification of secrecy requirements – the poll

Section 66 of the Representation of the People Act 1983 (as amended)

(1) The following persons –

- (a) every returning officer and every presiding officer or clerk attending at a polling station,
- (b) every candidate or election agent or polling agent so attending
- (c) every person so attending by virtue of any of sections 6A to 6D of the Political Parties, Elections and Referendums Act 2000

shall maintain and aid in maintaining the secrecy of voting and shall not, except for some purpose authorised by law, communicate to any person before the poll is closed any information as to –

- (i) the name of any elector or proxy for an elector who has or has not applied for a ballot paper or voted at a polling station;
- (ii) the number on the register of electors of any elector who, or whose proxy, has or has not applied for a ballot paper or voted at a polling station; or
- (iii) the official mark.

[...]

(3) No person shall –

- (a) interfere with or attempt to interfere with a voter when recording his vote;
- (b) otherwise obtain or attempt to obtain in a polling station information as to the candidate for whom a voter in that station is about to vote or has voted;
- (c) communicate at any time to any person any information obtained in a polling station as to the candidate for whom a voter in that station is about to vote or has voted, or as to the number or other unique identifying mark on the back of the ballot paper given to a voter at that station;
- (d) directly or indirectly induce a voter to display his ballot paper after he has marked it so as to make known to any person the name of the candidate for whom he has or has not voted.

[...]

(3F) A person voting as proxy for an elector at a relevant election—

(a) must not communicate at any time to any person other than that elector any information as to the candidate for whom the person is about to vote, or has voted, as proxy for that elector;

(b) except for some purpose authorised by law, must not communicate at any time to any person other than that elector the number or other unique identifying mark on the back of a ballot paper sent or delivered to the person for voting as proxy for that elector.

[...]

(4A) No person having undertaken to assist a relevant voter to vote at a relevant election may communicate at any time to any person except that voter any information as to—

(a) the candidate for whom the voter intends to vote or has voted, or

(b) the number or other unique identifying mark on the back of the ballot paper given for the use of the voter.

(4B) In subsection (4A) “relevant voter” means a voter who is blind, has another disability, or is unable to read.

(5) No person having undertaken to assist a blind voter to vote [at an election in Scotland or Wales under the local government Act] shall communicate at any time to any person any information as to the candidate for whom that voter intends to vote or has voted, or as to the number or other unique identifying mark on the back of the ballot paper given for the use of that voter.

(6) If a person acts in contravention of this section he shall be liable on summary conviction to a fine not exceeding level 5 on the standard scale or to imprisonment for a term not exceeding 6 months.

Notification of secrecy requirements – the count

Section 66 of the Representation of the People Act 1983 (as amended)

[...]

(2) Every person attending at the counting of the votes shall maintain and aid in maintaining the secrecy of voting and shall not –

(a) ascertain or attempt to ascertain at the counting of the votes the number or other unique identifying mark on the back of any ballot paper;

(b) communicate any information obtained at the counting of the votes as to the candidate for whom any vote is given on any particular ballot paper.

[...]

(6) If a person acts in contravention of this section he shall be liable on summary conviction to a fine not exceeding level 5 on the standard scale or to imprisonment for a term not exceeding 6 months.

Guidance for Candidates and Agents

[The Full Electoral Commission guidance can be found here.](#)

It is essential that you read this guidance carefully.

Dear Sir or Madam

County Council Election – 01 May 2025
Posting of Election/Campaign Materials on Street Lighting/Street Furniture

As campaigning begins, I'm writing to formally draw your attention to the County Council's policy in relation to the placing of election/campaign posters and material on County Council owned land and property including highway verges, street lighting columns and signs.

As the Highway Authority, the County Council does not allow the use of its land, property and highways land and structures for the display of election/campaign posters or materials. In particular, the Council does not give any permission to any person or body to place election/campaign posters, or other election/campaign material, on street lighting columns, traffic signs and other street furniture or otherwise place such material within highway limits.

In recent years the County Council has experienced occasional disregard for this policy and will therefore be closely monitoring activity. Any material displayed without permission is likely to be removed and the relevant Election Agent will be charged with the cost of that removal.

I trust that you appreciate the County Council's position on this matter and thank you in anticipation of your co-operation.

Yours sincerely



Patrick Flaherty
County Returning Officer
Staffordshire County Council

Polling Station Number	Electoral Division	Polling District(s)	Polling Place	Notes
1	Perrycrofts Division	ME1	St. Andrew`s Methodist Church Hall, Thackeray Drive, B79 8HY	
2	Perrycrofts Division	ME2	Lark Hall Infant & Nursery Academy, Clifton Avenue, Tamworth, B79 8EF	
3	Perrycrofts Division	ME3, ME6	Coton Green Village Hall, Kipling Rise, Coton Green, B79 8LX	
4	Perrycrofts Division	ME4, SP5	Moorgate Primary Academy, Moorgate, Tamworth, B79 7EL	
5	Perrycrofts Division	ME5	Buckingham Road - Temporary Polling Station, Recreation Ground, Buckingham Road	
6	Perrycrofts Division	SP1	School Canteen - Landau Forte - QEMS, Ashby Road, B79 8AA	
7	Perrycrofts Division	SP2	Ashcroft Infant and Nursery School, Mildenhall, B79 8RU	
8	Perrycrofts Division	SP3	Flax Hill Junior Academy, Chestnut Avenue, Gillway, B79 8QZ	
9	Perrycrofts Division	SP4	St. Andrew`s Methodist Church Hall, Thackeray Drive, B79 8HY	
10	Perrycrofts Division	SP6	Anker Valley Primary Academy, Brooklime Way, B79 0FD	
11	The Cotes/Two Rivers Division	BO1	Bolehall Swifts Social Club, 62 Rene Road, Tamworth, B77 3NW	
12	The Cotes/Two Rivers Division	BO2	William Macgregor Primary School, Glascote Road, Tamworth, B77 2AF	
13	The Cotes/Two Rivers Division	BO2	William Macgregor Primary School, Glascote Road, Tamworth, B77 2AF	
14	The Cotes/Two Rivers Division	BO3	Glascote Meeting Rooms, Dumolos Lane, B77 2AU	
15	The Cotes/Two Rivers Division	BO4	Woodlands Primary School, Canning Road, Glascote, B77 3JX	
16	The Cotes/Two Rivers Division	CA1	Sunset Close Community Centre, Sunset Close, Off Lichfield Street, B79 7QJ	
17	The Cotes/Two Rivers Division	CA2	The Green - Temporary Polling Station, Land Adjacent To Durham Close, County Drive	
18	The Cotes/Two Rivers Division	CA2	The Green - Temporary Polling Station, Land Adjacent To Durham Close, County Drive	
19	The Cotes/Two Rivers Division	CA3	Community Meeting Room, St John's RC Church, St John's Street, B79 7EX	
20	The Cotes/Two Rivers Division	CA4	Sea Cadet Centre, West Street, Kettlebrook, B77 1AU	
21	The Cotes/Two Rivers Division	CA5	Dunstall Park Primary School, Austen Drive, Tamworth, B78 3BQ	New location for 2025 onwards.
22	The Heaths Division	AM1	Florendine Primary School, Florendine Street, Amington, B77 3DD	
23	The Heaths Division	AM2	Florendine Primary School, Florendine Street, Amington, B77 3DD	
24	The Heaths Division	AM3	Amington Heath Primary School, Quince, Amington, B77 4EN	
25	The Heaths Division	AM4	Tamworth Indoor Bowls Club, Eagle Drive, B77 4EG	New location for 2025 onwards.
26	The Heaths Division	AM5	Tamworth Indoor Bowls Club, Eagle Drive, B77 4EG	New location for 2025 onwards.
27	The Heaths Division	GL1	Sacred Heart Catholic Church, Silver Link Road, Glascote Heath, B77 2EA	
28	The Heaths Division	GL2	St Peter`s Church & Community Centre, Hawksworth, Off Silver Link Road, B77 2HH	New location for 2025 onwards.
29	The Heaths Division	GL2	St Peter`s Church & Community Centre, Hawksworth, Off Silver Link Road, B77 2HH	New location for 2025 onwards.
30	The Heaths Division	GL3	Sacred Heart Catholic Church, Silver Link Road, Glascote Heath, B77 2EA	
31	The Heaths Division	GL4	Stonydelph Primary School, Crowden Road, Stonydelph, B77 4LS	
32	Watling Division	BE1	The Sports Centre, Tamworth Enterprise College, Birds Bush Road, B77 2NE	
33	Watling Division	BE2	Tamworth Baptist Church, Derwent, Off Field Farm Road, B77 2LD	
34	Watling Division	BE3	Lakeside Primary School, Leyland Road, Glascote, B77 2SA	
35	Watling Division	BE4, BE5	Park Farm Community Centre, Greatmead, Kettlebrook, B77 1DL	

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36	Watling Division	GL5	St Peter`s Church & Community Centre, Hawksworth, Off Silver Link Road, B77 2HH	New location for 2025 onwards.
37	Watling Division	TR1	Two Gates Primary School, Tamworth Road, B77 1EN	
38	Watling Division	TR2	Dorcas Centre, Off Blackwood Road, Dosthill, B77 1JE	
39	Watling Division	TR3	Dorado - Temporary Polling Station, Cottage Farm Road, Dosthill	
40	Watling Division	TR4	Dosthill Boys Club, Cadogan Road, Dosthill, B77 1PQ	
41	Watling Division	TR5	Dosthill Boys Club, Cadogan Road, Dosthill, B77 1PQ	
42	Watling Division	WI8	Wilnecote Junior Academy, Smithy Lane, B77 5LA	
43	Wilnecote Division	ST1	Pennymoor Community Hall, Pennymoor Road, Stonydelph, B77 4LG	
44	Wilnecote Division	ST2	St Martin in the Delph Community Centre, Ellerbeck, Stonydelph, B77 4JA	
45	Wilnecote Division	ST2	St Martin in the Delph Community Centre, Ellerbeck, Stonydelph, B77 4JA	
46	Wilnecote Division	ST3	Pennymoor Community Hall, Pennymoor Road, Stonydelph, B77 4LG	
47	Wilnecote Division	ST4	Stoneydelph Primary School, Crowden Road, Stonydelph, B77 4LS	
48	Wilnecote Division	WI1, WI6, WI7	Wilnecote Junior Academy, Smithy Lane, B77 5LA	
49	Wilnecote Division	WI2	Wilnecote Junior Academy, Smithy Lane, B77 5LA	
50	Wilnecote Division	WI3	Palmerston Avenue - Temporary Station, Wilnecote, Tamworth, B77 5FE	
51	Wilnecote Division	WI4	Heathfields Infant Academy, Saxon Close, B77 5LU	
52	Wilnecote Division	WI5	Heathfields Infant Academy, Saxon Close, B77 5LU	

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