

# NOTICE OF BY-ELECTION

## BROADLAND DISTRICT COUNCIL

### Election of a Town Councillor for Thorpe St Andrew Town Council – South East Ward

---

1. An election is to be held for 1 Town Councillor for Thorpe St Andrew Town Council – South East Ward.
2. Nomination papers must be delivered **BY HAND** during normal office hours (9.00am and 4.00 pm) on any working day after the date of this notice, but not later than **4pm on Tuesday, 15 April 2025**, to the Returning Officer, Broadland District Council, Horizon Centre, Peachman Way, Broadland Business Park, Norwich, NR7 0WF. Appointments can be arranged by email: [stuart.guthrie@southnorfolkandbroadland.gov.uk](mailto:stuart.guthrie@southnorfolkandbroadland.gov.uk) or by telephone 01603 430645.
3. Nomination Papers may be obtained from the offices of the Returning Officer during the times stated above.
4. If the election is contested, the poll will take place on **Thursday, 15 May 2025**.
5. Applications to register to vote must reach the Electoral Registration Officer by **midnight on Monday, 28 April 2025**. Applications can be made online at: <https://www.gov.uk/register-to-vote>
6. Applications, amendments or cancellations of postal votes must reach the Electoral Registration Officer at Horizon Centre, Peachman Way, Broadland Business Park, Norwich, NR7 0WF by **5pm on Tuesday, 29 April 2025** if they are to be effective for this election. Applications can be made online: <https://www.gov.uk/apply-postal-vote>
7. Applications for a Voter Authority Certificate or an Anonymous Elector's document valid for this election must reach the Electoral Registration Officer by **5pm on Wednesday, 7 May 2025**. Applications can be made online: <https://www.gov.uk/apply-for-photo-id-voter-authority-certificate>
8. Applications for a proxy vote at this election must reach the Electoral Registration Officer by **5pm on Wednesday, 7 May 2025**. Applications can be made online: <https://www.gov.uk/apply-proxy-vote>
9. Applications to vote by emergency proxy at this election must reach the Electoral Registration Officer by not later than **5pm on Thursday, 15 May 2025**. Note: there are specific criteria that apply to emergency proxy applications.

Dated Monday 7 April 2025

Trevor Holden  
Returning Officer