

# **UK Parliamentary General Election: Kilmarnock and Loudoun Constituency**

## **Thursday xxxxx**

**Returning Officer: Eddie Fraser**

**Depute Returning Officer: Julie McGarry**

If calling or telephoning please ask for:

Julie McGarry, Direct Dial: 01563 576147

E-mail: [julie.mcgarry@east-ayrshire.gov.uk](mailto:julie.mcgarry@east-ayrshire.gov.uk)

May 2024

To: Prospective Candidate for the UK Parliamentary General Election  
(Kilmarnock and Loudoun Constituency)

Dear Sir/Madam

### **UK PARLIAMENTARY ELECTION – 4 JULY 2024 KILMARNOCK AND LOUDOUN CONSTITUENCY**

I enclose nomination papers, including relevant supporting documentation, for the UK Parliamentary Election for the Kilmarnock and Loudoun Constituency to be held on Thursday 4 July 2024.

For the convenience of candidates and election agents I have made arrangements for the Election Office to accept nomination papers between **10am** and **4pm from Monday 3 June to Friday 7 June** at Council Headquarters, London Road, Kilmarnock KA3 7BU.

To assist in ensuring that an appropriate member of staff is on hand to receive nominations it would assist if candidates (and/or election agents) would contact a member of the Election Team on Tel No 01563 576555 to arrange an appointment to lodge the nomination paper.

Once you have completed your nomination paperwork we can carry out an informal check electronically. I am happy to organise a Teams call, if required, to discuss once the check has been completed. All documentation should be sent to [electionoffice@east-ayrshire.gov.uk](mailto:electionoffice@east-ayrshire.gov.uk) for checking. We aim to finalise our informal checks within 24 hours and feedback will be sent to your designated email address.

Any issues raised during the informal check must be addressed prior to the formal submission of the nomination form and when submitting the final paperwork you must state that all issues have been addressed.

I would encourage you to take advantage of the informal check as this will minimise the time taken to formally hand over your paperwork.

**Your completed nomination paper must be lodged not later than 4pm on Friday 7 June 2024 at the Election Office, Council Headquarters, London Road, Kilmarnock. KA3 7BU.**

A deposit of £500 is required. I can accept credit/debit card, BACS or bankers draft.

Useful information on the following can be found on the Electoral Commission's website on the link below:-

<https://www.electoralcommission.org.uk/guidance-candidates-and-agents-uk-parliamentary-general-elections-great-britain>

- Electoral Commission's Guidance to Candidates and Agents which contains all relevant information for this Election.
- Code of Conduct for campaigners: electoral registration, postal voting, proxy voting

**ELECTION OFFICE  
EAST AYRSHIRE COUNCIL, COUNCIL HEADQUARTERS, LONDON ROAD,  
KILMARNOCK, KA3 7BU  
TEL : (01563) 576555**

- and polling stations.
- Royal Mail Candidate Information

In addition please find undernoted a link to a document produced by the Electoral Management Board for Scotland, with support from the National Cyber Security Centre, on Election Security and Preparedness which you may find useful.

[Security guidance for elections - GOV.UK \(www.gov.uk\)](http://www.gov.uk).

Yours faithfully

SIGNED BY JULIE McGARRY

Julie McGarry  
Depute Returning Officer

List of enclosures :-

- Timetable
- Nomination forms and checklist
- Request for Electoral Register and Absent Vote List
- East Ayrshire Council guidance and display of election campaign publicity
- Party political events within East Ayrshire
- Schools and rooms for local election meetings
- Limit of Candidates election expenses
- Polling Scheme
- Notice of withdrawal form

## Timetable for a UK Parliamentary general election on 4 July 2024

The days which are disregarded in calculating the timetable for a UK Parliamentary election are Saturday, Sunday, 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.

The writ is taken to be received on the day following the dissolution of Parliament even in the event that the physical delivery of the writ is delayed. <sup>i</sup>

<b>Event</b>	<b>Working days before poll (deadline if not midnight)</b>	<b>Date</b>
Dissolution of Parliament	25 days	Thursday 30 May
Receipt of writ (taken as the day following the dissolution of Parliament)	24 days	Friday 31 May
Publication of notice of election	Not later than 22 days (4pm)	Tuesday 4 June (4pm)
Delivery of nomination papers	Between 10am and 4pm on any working day after the publication of the notice of election until 4pm on the sixth day after the date of dissolution	Until Friday 7 June (4pm)
Deadline for delivery of nomination papers	19 days (4pm)	Friday 7 June (4pm)

Event	Working days before poll (deadline if not midnight)	Date
Deadline for withdrawals of nomination	19 days (4pm)	Friday 7 June (4pm)
<p>Making objections to nomination papers</p> <p>(except for objections on the grounds that an individual candidate may be disqualified under the Representation of the People Act 1981 – see Commission guidance)</p>	<p>On 19 days (10am to 5pm), subject to the following:</p> <p>Between 10am and 12 noon objections can be made to all delivered nominations</p> <p>Between 12 noon and 5pm objections can only be made to nominations delivered after 4pm, 20 days before the poll</p>	<p>Friday 7 June (10am – 5pm)</p> <p>10am – 12noon objections can be made to all delivered nomination papers</p> <p>12noon – 5pm only on those nomination papers delivered after 4pm on 6 June</p>
Deadline for the notification of appointment of election agent	19 days (4pm)	Friday 7 June (4pm)
Publication of statement of persons nominated, including notice of poll and situation of polling stations	<p>If no objections: on 19 days (at 5pm)</p> <p>If objection(s) are made: Not before objection(s) are disposed of but not later than 18 days (4pm)</p>	<p>Friday 7 June (5pm)</p> <p>If objection(s) are made: not before objection(s) are disposed of but not later than Monday 10 June (4pm)</p>
Publication of first interim election notice of alteration	On 19 days	Friday 7 June
Deadline for receiving applications for registration	12 days	Tuesday 18 June
Deadline for receiving new postal vote and postal proxy applications, and for changes to existing postal or proxy votes	11 days (5pm)	Wednesday 19 June (5pm)

<b>Event</b>	<b>Working days before poll (deadline if not midnight)</b>	<b>Date</b>
Deadline for receiving new applications to vote by proxy (not postal proxy or emergency proxies)	6 days (5pm)	Wednesday 26 June (5pm)
Deadline for receiving applications for Voter Authority Certificates	6 days (5pm)	Wednesday 26 June (5pm)
Publication of second interim election notice of alteration	Between 18 days and 6 days	Between Monday 10 June and Wednesday 26 June
Publication of final election notice of alteration	5 days	Thursday 27 June
Deadline for notification of appointment of polling and counting agents	5 days	Thursday 27 June
First date that electors can apply for a replacement for lost postal votes	4 days	Friday 28 June
Deadline for notification of appointment of sub agents	2 days	Tuesday 2 July
<b>Polling day</b>	<b>0 (7am to 10pm)</b>	<b>7am to 10pm Thursday 4 July 2024</b>
Last time for re-issue of spoilt or lost postal votes	0 (5pm)	Thursday 4 July (5pm)
Deadline for emergency proxy applications	0 (5pm)	Thursday 4 July (5pm)
Last time to alter the register due to clerical error or court appeal	0 (9pm)	Thursday 4 July (9pm)
Deadline for production of temporary Voter Authority Certificate	0 (10pm)	Thursday 4 July (10pm)

<b>After the declaration of result</b>		
Delivery of return as to election expenses	Within 35 calendar days after the date the election result is declared	If result is declared on 4 July: Thursday 8 August  If result is declared on 5 July: Friday 9 August
Deadline for sending postal vote identifier rejection notices	Within the period of three months beginning with the date of the poll	Friday 4 October
Deadline for spending returns of political parties and non party campaigners who spend less than £250,000	Within three months of the election	Friday 4 October
Deadline for spending returns of political parties and non party campaigners who spend more than £250,000	Within six months of the election	Monday 6 January 2025

---

<sup>i</sup> RPA 1983 s 28 (3A) (as amended by Dissolution and Calling of Parliament Act 2022)

## **You must print off the forms in this pack before submitting them**

### **The following papers must be delivered by hand:**

- 1a: Nomination paper
- 1b: Home address form
- 1c: Consent to nomination

### **The following papers can be delivered by hand or by post:**

- 2: Certificate of authorisation
- 3: Request for a party emblem
- 4: Notification of election agent
- 5: Notification of sub-agent

The notice of election published by the (Acting) Returning Officer will specify the times and exact location to which nomination papers must be delivered.

Ensure that where signatures are required, you submit the **original signed version** of each completed paper. Documents without original signatures cannot be accepted.

## **General Data Protection Regulation (GDPR)**

Revised data protection legislation applies from 25 May 2018 and will apply to the processing of all personal data. Please contact the [Information Commissioner's Office](#) for further information about how the General Data Protection Regulation affects you.

When collecting subscriber information, you should point out what the information will be used for, how personal data will be processed and kept secure. The lawful basis to collect the information in this form is that it is necessary for the performance of a task carried out in the public interest and exercise of official authority as set out in Representation of the People Act 1983 and associated regulations.

You should also explain that the information will be shared with the Returning Officer. For further information on data protection and data processing you should refer to the Returning Officer's privacy notice on their website.

CL	UK Parliamentary election	Candidate checklist
----	---------------------------	---------------------

This checklist is designed to assist candidates standing for election to the UK Parliament in preparing to submit their nomination, and should be read alongside the Electoral Commission's Guidance for candidates and agents at a [general election](#) or at a [by-election](#).

Task	Tick
<b>Nomination form (all candidates)</b>	
Add your full name – surname in the first box and all other names in the second	
Optional - Use the commonly used name(s) box(es) if you are commonly known by a name other than your full name and want it to be used instead of your full name	
Description – Party candidates can use a party name or description registered with the Electoral Commission and supported by a certificate of authorisation from that party; others can use 'Independent' (and/or 'Annibynnol' in Wales) or leave this blank. Whatever you enter in this box will appear as your description on the ballot paper.	
Subscribers – all ten subscribers must sign. Use your copy of the electoral register to make sure the elector number of all subscribers is accurate. When collecting subscriber information ensure that you explain what the information will be used for and that the information will be shared with the Returning Officer.	
Method of submitting the form to the (A)RO: by hand by yourself, your proposer or seconder, or by your election agent (if the (Acting) Returning Officer has previously received notification of their appointment). It cannot be submitted by post, fax, e-mail or other electronic means.	

Task	Tick
<b>Candidate's home address form (all candidates)</b>	
Add your full name and home address	
Optional - If you do not want to have your home address printed on the ballot papers, complete part 2 of the form, giving the name of the constituency or relevant area that your address is in (or country if outside the UK), and sign the form	
Method of submitting the form to the (A)RO: by hand by yourself, your proposer or seconder, or by your election agent (if the (Acting) Returning Officer has previously received notification of their appointment). It cannot be submitted by post, fax, e-mail or other electronic means.	

Task	Tick
<b>Candidate's consent (all candidates)</b>	
Refer to the Commission's guidance on qualifications and disqualifications	
Add your full date of birth	
Sign and date the document in the presence of another person. You are not allowed to sign the consent form earlier than one calendar month before the deadline for submitting your nomination papers	
Get the other person to complete and sign the witness section	
Method of submitting the form to the (A)RO: in person (no restriction on who may deliver), by hand. It cannot be submitted by post, fax, e-mail or other electronic means. The only exception to this is where the candidate is overseas in which case the consent may be sent by electronic means.	



Task	Tick
<b>Certificate of authorisation (party candidates only)</b>	
Ensure the certificate contains the candidate's full name	
Check the certificate allows the registered party name or description given on the nomination paper to be used (or allows the candidate to choose the party name or any registered description)	
Ensure the certificate is issued by the party Nominating Officer (or someone that they have authorised to issue it on their behalf) and that it is the original copy signed by that person	
Method of submitting the form to the (A)RO: in person (no restriction on who may deliver), or by post. It cannot be submitted by fax, e-mail or other electronic means.	

Task	Tick
<b>Request for party emblem (party candidates only)</b>	
Write the name or description of an emblem registered by the party and published on the Electoral Commission's website	
Ensure the request is made by the candidate	
Method of submitting the form to the (A)RO: in person (no restriction on who may deliver), or by post. It cannot be submitted by fax, e-mail or other electronic means.	

Task	Tick
<b>Appoint an election agent (all candidates)</b>	
Give name, address and office address of the appointed election agent. If you do not appoint an agent or choose to act as your own agent and do not provide an office address, your home address will be published on the notice of election agents if that address is within the relevant area (otherwise the office address will be that of your proposer). This will be the case even if you have requested to withhold this information on the home address form.	
Ensure the appointed agent signs the form showing their acceptance	
Method of submitting the form to the (A)RO: in person (no restriction on who may deliver), or by post. It cannot be submitted by fax, e-mail or other electronic means.	

Task	Tick
<b>Deposit (all candidates)</b>	
£500 deposit (to be submitted in legal tender, by a banker's draft or in any other way permitted by the (Acting) Returning Officer) by 4pm on the 19 <sup>th</sup> working day before the poll	

Office Use only	Date received	Time received	Initials	Number

<b>1a</b>	<b>UK Parliamentary election</b>	<b>Nomination paper</b>
-----------	----------------------------------	-------------------------

Election of a member to serve in Parliament for the	Kilmarnock and Loudoun Constituency	Date of election	4 July 2024
---	-------------------------------------	------------------	-------------

We, the undersigned, being electors for the said Constituency, do hereby nominate the under-mentioned person as a candidate at the said election

<b>Candidate's Details</b>	
Candidate's surname	
Other names in full	
Commonly used surname (if any)	
Commonly used forenames (if any)	
Description (if any) See note 5 overleaf	

<b>Subscribers</b>				
	Signatures	Print name (optional)	Electoral Number	
			Distinctive letter	Number
Proposer:				
Secunder:				
We, the undersigned, being electors for the said Constituency, do hereby assent to the foregoing nomination				
1				
2				
3				
4				
5				
6				
7				
8				

**Deliver to the (Acting) Returning Officer by no later than 4pm on Friday 7 June 2024**

## Notes

1. The attention of candidates and electors is drawn to the rules for filling up nomination papers and other provisions relating to nomination contained in the parliamentary elections rules in Schedule 1 to the Representation of the People Act 1983.
2. Where a candidate is commonly known by some title he may be described by his title as if it were his surname.
- 2A. Where a candidate commonly uses a name or names—
  - (a) that are different from the candidate's full names as stated on the nomination paper, or
  - (b) in a different way from the candidate's full names as stated on the nomination paper,the commonly used name or names may also appear on the nomination paper; but if they do so, the commonly used name or names (instead of any other name) will appear on the ballot paper.
- 2B. But the ballot paper will show the other name if the Returning Officer thinks -
  - (a) that the use of the commonly used name may be likely to mislead or confuse electors, or
  - (b) that the commonly used name is obscene or offensive.
3. An elector may not subscribe more than one nomination paper for the same election.
4. A person whose name is entered in the register may not subscribe a nomination paper if the entry gives as the date on which he will become of voting age is a date later than the day fixed for the poll.
5. A candidate supported by a certificate of authorisation signed by the Nominating Officer of a political party (or someone on their behalf) may use the party name or a description allowed by that certificate and registered with the Electoral Commission. A candidate may stand on behalf of two or more different parties and use a registered joint description if supported by certificate(s) of authorisation from each of the parties. Any candidate may alternatively use the description of 'Independent' (and/or 'Annibynnol' in Wales), or leave the description box blank.

Office Use only	Date received	Time received	Initials	Number

<b>1b</b>	<b>UK Parliamentary election</b>	<b>Home address form</b>
-----------	----------------------------------	--------------------------

Constituency name	Kilmarnock and Loudoun	Date of election	4 July 2024
-------------------	------------------------	------------------	-------------

You must complete Part 1

Only complete Part 2 if you do not wish your home address to be made public

Part 1: To be completed by all candidates	
Full name of candidate	
Home address (in full)	
Postcode	
End of Part 1	

If you are only completing Part 1 please now deliver this form with the nomination paper to the (Acting) Returning Officer by no later than 4pm on Friday 7 June 2024.

Part 2: To be completed only if you do not wish your home address to be made public	
If you request that your home address is not made public then your address <b>will not</b> appear on the statement of persons nominated or the ballot paper	
If you choose not to make your home address public, the constituency or relevant area (see note overleaf) in which your home address is located (or country, if outside the UK) will appear on the statement of persons nominated and the ballot papers	
<b>Statement: I require my home address not to be made public</b>	
The constituency or relevant area which my home address is located in:	(insert name of parliamentary constituency or relevant area)
Or	
My home address is outside the UK. My home address is located in:	(insert name of country)
Signature of candidate (only required where Part 2 above has been completed)	
Candidate's signature:	
Date:	

Deliver to the **(Acting) Returning Officer** by no later than **4pm on Friday 7 June 2024**

The name of the “relevant area” in which your home address is situated (if your home address is in the UK):

- **in relation to a home address in England:**
  - if the address is within a district for which there is a district council, that district;
  - if the address is within a county in which there are no districts with councils, that county;
  - if the address is within a London borough, that London borough;
  - if the address is within the City of London (including the Inner and Middle Temples), the City of London;
  - if the address is within the Isles of Scilly, the Isles of Scilly;
- **in relation to a home address in Wales:**
  - if the address is within a county, that county;
  - if the address is within a county borough, that county borough;
- **in relation to a home address in Scotland:**
  - the local government area in which the address is situated;
- **in relation to a home address in Northern Ireland:**
  - the local government district in which the address is situated.

Office Use only	Date received	Time received	Initials	Number

1c	UK Parliamentary election	Consent to nomination
----	---------------------------	-----------------------

Constituency name	Kilmarnock and Loudoun	Date of election	4 July 2024
-------------------	------------------------	------------------	-------------

**Candidate's details and declaration**

I:	
	(candidate name in full)

hereby consent to my nomination as a candidate for election as member of the UK Parliament for the constituency named above

I declare that I am not a candidate at an election for any other constituency where the date of poll is the same as for this election

I declare that I am aware of the provisions of the House of Commons Disqualifications Act 1975 (as amended) and to the best of my knowledge and belief I am not disqualified from membership of the House of Commons

My date of birth is:	Day (DD)	Month (MM)	Year (YYYY)

**Note: It is an offence to make a false declaration**

Candidate's signature:		Date:	

**Witness details**

I confirm the candidate named above signed this declaration in my presence

Witness (name in full):	
----------------------------	--

of (address in full):	
--------------------------	--

Witness' signature:		Date:	

Deliver to the **(Acting) Returning Officer** by no later than **4pm on Friday 7 June 2024**

Office Use only	Date received	Time received	Initials	Number

<b>2</b>	<b>UK Parliamentary election</b>	<b>Certificate of authorisation</b>
----------	----------------------------------	-------------------------------------

To accompany the nomination of a candidate standing **on behalf of a registered political party**. Candidates standing on behalf of two or more parties require a certificate from each party and each must allow the registered joint description to be used

Constituency name	Kilmarnock and Loudoun	Date of election	4 July 2024
-------------------	------------------------	------------------	-------------

This certificate must be issued by the registered Nominating Officer of the party or by a person authorised to sign on their behalf.

This certificate authorises the candidate to use a specific registered description or the name of the party as registered with the Electoral Commission, or to use ‘any registered description or the party name as registered with the Electoral Commission’.

This authorised party name or description can then be included by the candidate on the nomination form. It is this which will appear as their description on the ballot paper. Party names and registered descriptions are listed on the Electoral Commission’s website:

<http://search.electoralcommission.org.uk>.

Details of candidate to be authorised and the allowed description/party name	
The candidate (name in full):	
Name of political party as registered with the Electoral Commission:	
I hereby certify that the candidate may include the following registered description or party name in their nomination form:	
<b>Note: it is an offence to sign this form if you are not the party’s registered nominating officer or authorised to do so by the party’s registered nominating officer.</b>	
Signature of party’s registered Nominating Officer (or person authorised by the registered Nominating Officer):	
Name of person signing this form:	
Date:	

This form must be delivered to the (Acting) Returning Officer by no later than **4pm on Friday 7 June 2024**

Office Use only	Date received	Time received	Initials	Number

<b>3</b>	<b>UK Parliamentary election</b>	<b>Request for a party emblem</b>
----------	----------------------------------	-----------------------------------

This form is for a **candidate of a political party** who is subject to a certificate of authorisation and who wishes to have a party emblem printed on the ballot paper next to their name.

The registered emblems of a political party can be found on the Electoral Commission’s website at <http://search.electoralcommission.org.uk>.

**This form must be signed by the candidate**

Candidate’s request for use of an emblem			
<b>Constituency name:</b>	Kilmarnock and Loudoun	<b>Date of election:</b>	4 July 2024
<b>Candidate name in full:</b>			
I request that the ballot paper shall contain, against my name, the following registered emblem (please identify which emblem if the party has registered more than one)			
<b>Emblem to be used</b> (Please use name or description as on <a href="#">Electoral Commission website</a> ):			
<b>Candidate’s signature:</b>			
<b>Date:</b>			

This form is only effective if delivered for a candidate standing on behalf of a political party to the (Acting) Returning Officer by no later than **4pm on Friday 7 June 2024**.

Candidates standing on behalf of more than one political party and using a joint description may choose one emblem from one of the parties that you are standing for. Please indicate the name of the party and the emblem name in the ‘Emblem to be used’ box above.



Office Use only	Date received	Time received	Initials	Number

<b>4</b>	<b>UK Parliamentary election</b>	<b>Notification of election agent</b>
----------	----------------------------------	---------------------------------------

Constituency name	Kilmarnock and Loudoun	Date of election	4 July 2024
-------------------	------------------------	------------------	-------------

**Candidate's notification of their election agent**

I, (Candidate name in full):	
------------------------------	--

Hereby declare that the name and address of my election agent is

Agent's name:	
---------------	--

Agent's address (in full):	
----------------------------	--

The office address of my election agent to which all claims, notices, legal process and other documents may be sent is:

Agent's office address in full:	
---------------------------------	--

Candidate's signature (or of person on behalf of candidate):	
--	--

Date:	
-------	--

**Confirmation of acceptance by election agent**

I [agent named above] confirm my acceptance as the election agent for the above named candidate. I understand that I must carry out my duties according to law. I understand there are penalties if I fail to fulfil my duties according to law.

Agent's signature	
-------------------	--

Date	
------	--

**Agent's other details in case of query (optional – will not be published)**

Home telephone:	
-----------------	--

Work telephone:	
-----------------	--

Mobile telephone:	
-------------------	--

Email address:	
----------------	--

Return to the **(Acting) Returning Officer** by no later than **4pm on Friday 7 June 2024**

Office Use only	Date received	Time received	Initials	Number

5	UK Parliamentary election	Notification of sub-agent
---	---------------------------	---------------------------

Constituency name	Kilmarnock and Loudoun	Date of election	4 July 2024
-------------------	------------------------	------------------	-------------

This form can only be used in a **county constituency**. To find out if the constituency is a borough/burgh or county constituency please contact the (Acting) Returning Officer.

The **election agent** may appoint one or more sub-agents to act within the constituency but each must have a separate area. Sub-agent areas **must not overlap**.

Candidate name:	
Name of election agent:	

Details and extent of sub-agent
---------------------------------

Name of sub-agent:	
Sub-agent Address:	
Office address (if different):	
Extent of appointment (describe area):	

Election agent signature
--------------------------

I declare the above named person to be a sub-agent			
Signature of election agent:		Date:	

Confirmation of acceptance by sub-agent
---

I understand that I must carry out my duties according to law. I understand there are penalties if I fail to fulfil my duties according to law.			
I confirm my acceptance as sub-agent for the above named candidate			
Signature of sub-agent:		Date:	

Sub-agent's other details in case of query (optional – will not be published)
---

Home telephone:	
Work telephone:	
Mobile telephone:	
Email address:	

Return to the (Acting) Returning Officer by no later than the second day before polling day

**Application by a Candidate or Election Agent  
for a copy of the Electoral Register and/or Absent Voters List for the  
UK Parliamentary Elections on 4 July 2024.**

**Electoral Register**

I request a copy of the Electoral Register currently in force.

The Register will be supplied by Email.

Please state format required: PDF  Excel

Further supplements to the Register may be published in the same format. Please tick this box if these supplements are required.

**Absent Voters List**

I request a copy of the Absent Voters List.

The Absent Voters List will be supplied by Email.

Please state format required: PDF  Excel

**Kilmarnock and Irvine Valley Constituency**

**Name of Candidate**

For security reasons, all information supplied in data format will be password protected.

Agents should note the following restrictions on the use of Registers provided:

**They may not supply a copy of the Electoral Register to any person, disclose any information contained in it that is not included in the Open Register or make use of any such information other than for electoral purposes.**

I am aware of the restrictions on the use of the Register of Electors as detailed in the Representation of the People (Scotland) (Amendment) Regulations 2002

**Name: (block capitals)**

Candidate  Election Agent

**Postal Address:**

\_\_\_\_\_  
\_\_\_\_\_

**Telephone Number:**

\_\_\_\_\_

**E-Mail Address:**

\_\_\_\_\_

**Signature:**

**Date:**

\_\_\_\_\_

## **EAST AYRSHIRE COUNCIL**

### **PARTY POLITICAL EVENTS WITHIN EAST AYRSHIRE**

#### **Notes for Guidance in relation to elections**

##### **1. General**

When there are no elections in a calendar year, any political party will normally, on request, be allocated two Saturdays per town/village centre per calendar year to hold a party political event.

##### **2. During elections**

Four weeks prior to a Parliamentary General Election, Scottish Parliamentary Election, Referendum or Local Authority Election (including by-elections), all parties putting forward a candidate may make application for additional permission for political events within town/village centres.

##### **3. Procedure**

The undernoted procedure shall apply to all applications for political events within town/village centres on land under the ownership of East Ayrshire Council

- All applications shall be in writing addressed to the Chief Governance Office providing name of town/village, location therein, date requested, times (alternative times should also be provided) and details of the event, including any equipment involved.
- Applications should be lodged not later than three clear days prior to the day of the event.
- Permission for displays will normally be limited to a maximum period of two hours in any one day for any one political party. However, the Chief Governance Officer may reduce the time period for events, dependent on the number of applications received for a particular day.
- In the event of more than one political party making application for the same time slot on the same day and no alternative time slot being agreed through mediation, then the allocation of the time slot shall be determined by lot. The unsuccessful political parties will be allocated alternative time slots on the same day **and**, where these are also oversubscribed they will also be allocated by the drawing of lots.

- The Chief Governance Officer shall be responsible for administering the procedure for controlling requests from political groups for events at town/village centres on land that is under Council ownership and shall instigate appropriate procedures and impose conditions on permissions for such political events as is considered necessary.
- Further information on obtaining an applications form, the application procedures and conditions imposed can be obtained by contacting the Licensing Board Administrator on telephone number 07557 170111 or at [licensing@east-ayrshire.gov.uk](mailto:licensing@east-ayrshire.gov.uk).

David Mitchell  
Chief Governance Officer

Last revised – 11 February 2022

EAST AYRSHIRE COUNCIL

**ELECTION CAMPAIGN EVENTS IN TOWNS AND VILLAGES**

Political Party	
Name, address, telephone and fax number of applicant	
Location of campaign event	
Date requested	
Time requested (please indicate alternative times in order of preference)	9am – 11am 11am – 1pm 1pm – 3pm 3pm – 5pm
Number of people involved in the event	
Will a loudspeaker or public address system be used?	Yes/No
Use of tables/stalls – please provide details and dimensions	
Will a motor vehicle or caravan be present?	Yes/No

I:\Licensing and Community Safety\Displays at X etc\election.disp.app.doc

**Please return to the Chief Governance Officer, Council Headquarters, London Road, Kilmarnock - by email to [licensing@east-ayrshire.gov.uk](mailto:licensing@east-ayrshire.gov.uk)**

*Date, time and by whom received:-*

## **EAST AYRSHIRE COUNCIL**

East Ayrshire Council, at its meeting on 23 June 2011, agreed to amend its guidelines on display of election campaign publicity material to prohibit the display of election campaign publicity material within the limits of public roads under the control of East Ayrshire.

The effect of this decision will prohibit the display of election campaign publicity material, on any Council property, including lighting columns, traffic sign poles and other street furniture”.

This policy took effect on 23 June 2011

# REPRESENTATION OF THE PEOPLE ACT 1983

## Schools and rooms for local election meetings

This note refers to the provisions of the Representation of the People Act 1983 where a candidate is entitled to hold a public meetings within a suitable room or meeting room within a school, free of charge but shall be required to pay any expenses incurred in preparing, warming, lighting and cleaning the room and providing attendance for the meeting and restoring the room to its usual condition after the meeting; and for any damage.

A list of schools and rooms are maintained for the inspection of the candidate or election agent.

---

### Section 95

(1) "Subject to the provisions of this section, a candidate at a parliamentary election is entitled for the purpose of holding public meetings in furtherance of his candidature to the use free of charge at reasonable times between the receipt of the writ and the day preceding the date of the poll of –

- (a) a suitable room in the premises of a school to which this section applies; or
- (b) any meeting room to which this section applies.

(2) This section applies –

(a).....

(b) in Scotland, to any school of which the premises are so situated, not being an independent school within the meaning of the **M31**Education (Scotland) Act 1980.

but a candidate is not entitled under this section to the use of a room in school premises outside the constituency if there is a suitable room in other premises in the constituency which are reasonably accessible from the same parts of the constituency as those outside and are premises of a school to which this section applies.

(3) This section applies to meeting rooms situated in the constituency, the expense of maintaining which is payable wholly or mainly out of public funds or out of any rate, or by a body whose expenses are so payable.

(4) Where a room is used for a meeting in pursuance of the rights conferred by this section, the person by whom or on whose behalf the meeting is convened -

(a) **shall defray any expenses incurred in preparing, warming, lighting and cleaning the room and providing attendance for the meeting and restoring the room to its usual condition** after the meeting; and

(b) **shall defray any damage** done to the room or the premises in which it is situated, or to the furniture, fittings or apparatus in the room or premises.

(5) A candidate is not entitled to exercise the rights conferred by this section except on reasonable notice; and this section does not authorise any interference with the hours during which a room in school premises is used for educational purposes, or any interference with the use of a meeting room either for the purposes of the person maintaining it or under a prior agreement for its letting for any purpose.



- (6) The provisions of Schedule 5 to the Act have effect with respect to the rights conferred by this section and the arrangements to be made for their exercise.
- (7) For the purposes of this section (except those of paragraph (b) of subsection (4) above), the premises of a school shall not be taken to include any private dwelling and in this section —
- (a) the expression “meeting room” means any room which it is the practice to let for public meetings; and
  - (b) the expression “room” includes a hall, gallery or gymnasium.

---

\* With reference to UK Parliamentary Elections – Kilmarnock and Loudoun Constituency on Thursday 4 July 2024 this period is Friday 31 May 2024 and Wednesday 3 July 2024, both days inclusive.

If you wish to hire a room in a school for election meetings please contact the relevant person shown on the list of available premises

<b>Premises</b>	<b>Contact</b>	<b>Telephone/Email</b>
Burns Monument Centre meeting room, Kay Park, Kilmarnock, KA3 7RU	Cathy Dunlop	01563 576692
Danny Coffey Suite, North West Area Centre, Western Road, Kilmarnock, KA3 1NQ		01563 578705
The Barony Campus, Auchinleck Road, Cumnock	East Ayrshire Leisure Letting Office	01563 554940 <a href="mailto:EALeisureletting@east-ayrshire.gov.uk">EALeisureletting@east-ayrshire.gov.uk</a>
Doon Academy, Ayr Road, Dalmellington, KA6 7SJ	East Ayrshire Leisure Letting Office	01563 554940 <a href="mailto:EALeisureletting@east-ayrshire.gov.uk">EALeisureletting@east-ayrshire.gov.uk</a>
Loudoun Academy, Galston, KA4 8PD	East Ayrshire Leisure Letting Office	01563 554940 <a href="mailto:EALeisureletting@east-ayrshire.gov.uk">EALeisureletting@east-ayrshire.gov.uk</a>
Grange Academy, Beech Avenue, Grange, Kilmarnock, KA1 2EW	East Ayrshire Leisure Letting Office	01563 554940 <a href="mailto:EALeisureletting@east-ayrshire.gov.uk">EALeisureletting@east-ayrshire.gov.uk</a>
William McIlvanney Campus, Sutherland Drive, Kilmarnock. KA3 7DF	East Ayrshire Leisure Letting Office	01563 554940 <a href="mailto:EALeisureletting@east-ayrshire.gov.uk">EALeisureletting@east-ayrshire.gov.uk</a>

**UK Parliamentary Election**  
**Kilmarnock and Loudoun Constituency**

**4 July 2024**

**LIMITATION OF CANDIDATES' ELECTION EXPENSES**

The spending limit, detailed below, is calculated by adding together a base amount and a variable top up that takes into account the number of registered electors in the constituency and is the figure you should use for the calculation of your expenses. Additional information on spending limits is detailed in the Electoral Commission guidance.

It must be stressed that these amounts are maximum amounts and that, in addition to verifying the relevant calculation given below (the accuracy of which is not guaranteed), candidates and their election agents must ascertain the amounts applicable to themselves by reference to the relevant legislation.

**Julie Mc Garry**  
**Depute Returning Officer**  
**4 June 2024**

<b>Regulated period</b>	<b>Electorate</b>	<b>Fixed amount</b>	<b>Variable amounts</b>	<b>Total</b>
Day after date of official candidacy until polling day	74,817*	£11,390	12p per registered parliamentary elector in a county constituency	<b>£20,368.04</b>

\*This number is indicative only at this time and the final electorate, and the number you should use for determining your expenses, will be available after 18 June.

**UK PARLIAMENTARY POLLING SCHEME  
KILMARNOCK AND LOUDOUN CONSTITUENCY  
POLLING SCHEME**

<b>PO/Ballot Box No</b>	<b>Polling District Ref</b>	<b>Polling Place</b>	<b>Station No</b>	<b>Part of Register</b>	<b>No of Voters</b>
1	E101	Dunlop Public Hall, Main Street, Dunlop KA3 4AN	1	Whole District (Aiket Road, Dunlop to Woodside Place)	1364
2	E102 (Part)	Nether Robertland Primary School, Pokelly Place, Stewarton KA3 5PF	1	Ailsa View to Fusilier Walk	1121
3	E102 (Part)		2	Gilbert Shedden Court to Wylie Place	1326
4	E104 (Part)	Lainshaw Primary School, Kilwinning Road, Stewarton KA3 3DL	1	Alder Street to Kilwinning Road	789
5	E104 (Part)		2	Kingussie Avenue to Willow Court	911
6	E106 (Part)		3	Balmoral Wynd to Kirkford	708
7	E106 (Part) & E107		4	Lainshaw Estate to Vennel Street; & Whole District (Draffenhill Road to Viewfield)	957
8	E105	Stewarton Area Centre, Avenue Street, Stewarton KA3 5AP	1	Whole District (Annick Crescent to Vennel Street)	1046
9	E108 (Part)	Kilmaurs Primary School, Sunnyside, Kilmaurs KA3 2RY	1	Allsop Court to Hillmoss, Kilmaurs	1127
10	E108 (Part)		2	Hugh Watt Place to Yardside Road	1421
11	E109	John Fulton Hall, 91 Main Road, Fenwick KA3 6DY	1	Whole District (Auchans Place to Wyllieland)	1355
12	E201 (Part)	NWKLEUS, Kirkton Road, Kilmarnock KA3 2DF	1	Ailsa Place to Dunollie Gardens	939

<b>PO/Ballot Box No</b>	<b>Polling District Ref</b>	<b>Polling Place</b>	<b>Station No</b>	<b>Part of Register</b>	<b>No of Voters</b>
13	E201 (Part)		2	Dunskey Road to Ochiltree Place	1197
14	E201 (Part)		3	Orkney Drive to Westray Drive	1234
15	E205 (Part)		4	Amlaird Road to Kingswell Avenue	1129
16	E205 (Part)		5	Kirkton Road to Western Road	1317
17	E203 (Part)	Hillhead Primary School, Kilmaurs Road, Kilmarnock KA3 1QJ	1	Altonhill Avenue to Dalmore Road	1266
18	E203 (Part)		2	Dalwhinnie Crescent to Woodhill Road	1332
19	E204		3	Whole District (Alexander McLaren Gardens to Western Road)	1282
20	E301	Pavilion, Knockentiber KA2 0DA	1	Whole District (Barr Avenue to Southhook Road)	571
21	E302 (Part)	Crosshouse Primary School, Playingfield Road, Crosshouse KA2 0JJ	1	Annandale Crescent to Gatehead Road	796
22	E302 (Part)		2	Hunter Road, Crosshouse to Woodlea Crescent	1090
23	E303	Gatehead Village Hall, 2A Fairlie View, Gatehead KA2 0AU	1	Whole District (West Gatehead Cottages, Crosshouse to Old Rome Way, Gatehead)	203
24	E304	St Joseph's Church Main Hall, 15 Hill Street, Kilmarnock KA3 1HB	1	Whole District (Balmoral Grove to William Street)	747
25	E306		2	Whole District (Boyd Court to Witch Road)	702
26	E305 (Part)	Bonnyton Community Centre, 51 Garrier Place, Kilmarnock KA1 2NG	1	Annanhill Avenue to Montrose Place	1234

<b>PO/Ballot Box No</b>	<b>Polling District Ref</b>	<b>Polling Place</b>	<b>Station No</b>	<b>Part of Register</b>	<b>No of Voters</b>
27	E305 (Part) & E309		2	Muirfield Drive to Williamwood Drive; and Whole District (Alder Place to Willow Road)	1439
28	E307	Howard Centre, Portland Road, Kilmarnock KA1 2BT	1	Whole District (Bank Street to Woodstock Street)	1178
29	E310		2	Whole District (Charles Place to Waterside Street)	898
30	E311 (Part)	Gargieston Primary School, 190 Dundonald Road, Kilmarnock KA1 1UG	1	Aberfeldy Place to Gargieston	1203
31	E311 (Part)		2	Glen Affric Place to Jean Armour Drive	1253
32	E311 (Part)		3	Lochlea to Woodside Avenue	1251
33	E313	Dick Institute, Elmbank Avenue, Kilmarnock KA1 3BU	1	Whole District (Bellsland Place to Welbeck Street)	576
34	E401 (Part)	Dick Institute, Elmbank Avenue, Kilmarnock KA1 3BU	2	Alloway Avenue to Loanhead Street	1400
35	E401 (Part)		3	London Road (London Gate) to Wilson Avenue	1366
36	E411	St Kentigern's Church, 36 Dunbar Drive, Kilmarnock KA3 7PR	1	Whole District (Assloss Road to Woodlands Place)	792
37	E403 (Part)		2	Anderson Place to Loch View	1068
38	E403 (Part)		3	MacAdam Place to Wellpark Avenue	1765
39	E404		4	Whole District (Baird Place to Townholm)	709
40	E405		5	Whole District (Balfour Court to Willie Ross Place)	1425

<b>PO/Ballot Box No</b>	<b>Polling District Ref</b>	<b>Polling Place</b>	<b>Station No</b>	<b>Part of Register</b>	<b>No of Voters</b>
41	E407	Sakai Karate Centre, Grougar Road, Crookedholm KA3 6LD	1	Whole District (Cowans Row to Wellington Gardens)	637
42	E410 (Part)	Hurlford Community Centre, Cessnock Road, Hurlford KA1 5DD	1	Academy Court to Cessnock Road	823
43	E410 (Part)		2	Craigie Road to Lomond Avenue	1087
44	E410 (Part)		3	Marchmont Court to Wallace Court	1119
45	E501 (Part)	Riccarton Nursery, 45 Campbell Street, Kilmarnock KA1 4DY	1	Ayr Road to Inchgotrick Road	741
46	E501 (Part)		2	Jeffrey Street to Witchknowe Road	847
47	E502 (Part)	Whatriggs Primary School, Whatriggs Road, Kilmarnock KA1 3SZ	1	Annick Place to Forth Place	1052
48	E502 (Part)		2	Garnock Road to Lomond Road	956
49	E502 (Part)		3	Loudoun Avenue to Wyvis Road	1186
50	E503 (Part)	Shortlees Community Centre, Blacksyke Avenue, Kilmarnock KA1 4SR	1	Ayr Road to Earlston Avenue	970
51	E503 (Part)		2	Elderslie Crescent to Midton Road	890
52	E503 (Part)		3	Mosshead Road to Wyvis Gardens	1054
53	E504	Kirkstyle Primary School, Carron Avenue, Kilmarnock KA1 3NF	1	Whole District (Annan Court to Nith Place)	329
54	E601	Hogg Hall, Galston Parish Church, Cross Street, Galston KA4 8AL	1	Whole District (Barward Road to Western Road)	1262

<b>PO/Ballot Box No</b>	<b>Polling District Ref</b>	<b>Polling Place</b>	<b>Station No</b>	<b>Part of Register</b>	<b>No of Voters</b>
55	E602	Newmilns Primary School, 200 Loudoun Road, Newmilns KA16 9LP	1	Whole District (Gateside, Darvel to Stratholm Terrace, Newmilns)	615
56	E604 (Part)	Morton Hall, 100 Main Street, Newmilns KA16 9DJ	1	Alstonpapple to Kilnholm Street	761
57	E604 (Part)		2	King Street to West Church Street	867
58	<b>E110</b>	Galston Community Education Centre, 34 Orchard Street, Galston KA4 8EN	1	Whole District (Arran Point to Wardlaw Road)	367
59	E606 (Part)		2	Andrew Lundie Place to Clockston Road	1349
60	E606 (Part)		3	Cross Street to Wishart Place	1439
61	E603 & E607 (Part)	Darvel Town Hall, 10-12 West Main Street, Darvel KA17 0AQ	1	Whole District (Burn Road to Priestland); and Anderson Drive to Dykes Court	877
62	E607 (Part)		2	East Donington Street to Lanfine View	1218
63	E607 (Part)		3	Lintmill Road to Woodburn Court	1142
64	E710 & E701 (Part)	Mauchline Primary School, 9 Loan, Mauchline KA5 6AN	1	Whole District (Barnlea Mosshead, Craigie to Muggersland Burn, Kilmarnock); & Alexander Terrace to Clarinda Crescent)	958
65	E701 (Part)		2	Clelland Park to Horwood Place	917
66	E701 (Part)		3	Howford to Mansefield Road	712
67	E701 (Part)		4	Mary Morrison Drive to Whiteford Place	1279
68	E702	Sorn Village Hall, Main Street, Sorn KA5 6HU	1	Whole District (Anderson Crescent to Woolmill Place)	522



<b>PO/Ballot Box No</b>	<b>Polling District Ref</b>	<b>Polling Place</b>	<b>Station No</b>	<b>Part of Register</b>	<b>No of Voters</b>
69	E704 (Part)	Catrine Games Hall, Station Yard, Catrine KA5 6SQ	1	Allan Drive to Laigh Road	822
70	E704 (Part) & E807		2	Mauchline to Wood Street & Whole District (Drumbeg Cottage, Auchinleck to Woodside Cottage, Mauchline)	802
71	E705 (Part)	Muirkirk Community Centre, Burns Avenue, Muirkirk KA18 3RH	1	Bridge Street to Kirk Green	565
72	E705 (Part)		2	Lapraik Avenue to Wellwood Street	663
73	E706	Logan Primary School, 31A Logangate Terrace, Logan KA18 3HD	1	Whole District (Birnieknowe, Auchinleck to Wood Road, Lugar)	1067
74	E708 (Part)	The Boswell Centre, Well Road, Auchinleck KA18 2LA	1	Aird Avenue to Beechwood Avenue	849
75	E708 (Part)		2	Boswell Drive to Lambfair Gardens	910
76	E708 (Part) & E808		3	Main Street to William McComb Court; and Whole District (Gateside Cottage to The Kirk's Alarm)	1116