

# NOTICE OF ELECTION

## TORFAEN COUNTY BOROUGH COUNCIL

### ELECTION OF COMMUNITY COUNCILLOR(S)

FOR PONTYPOOL COMMUNITY COUNCIL

WARD	NO. OF COUNCILLORS
TREVETHIN	(1)

1. Nomination papers may be hand delivered to the Returning Officer, Civic Centre, Pontypool, Torfaen NP4 6YB or electronically as per the arrangements set out in the electronic delivery statement below.  
Mondays, Tuesdays, Wednesday and Thursday 9.30am - 12noon / 1.00pm - 4.30pm Friday 9.30am – 12noon / 1.00pm - 4.00pm, but no later than **4pm on Friday 4 July 2025**.
2. Nomination papers may be obtained from the offices of the Returning Officer, Civic Centre, Pontypool, NP4 6YB during the times stated above or available from: <https://www.electoralcommission.org.uk/our-guidance/candidate-or-agent/community-council-elections-wales> where at the request of any elector for a ward a nomination paper will be prepared for signature.
3. If any election is contested the poll will take place on **Thursday 31 July 2025** between **7am – 10pm**.
4. Applications to register to vote must reach the Electoral Registration Officer by 12 midnight on **Tuesday 15 July 2025**. Applications can be made online: <https://www.gov.uk/register-to-vote>.
5. Applications, amendments or cancellations of postal votes must reach the Electoral Registration Officer at Civic Centre, Pontypool, Torfaen NP4 6YB by 5pm on **Wednesday 16 July 2025**.
6. Applications to vote by proxy at this election must reach the Electoral Registration Officer at Civic Centre, Pontypool NP4 6YB by 5 p.m. on **Wednesday 23 July 2025**.
7. Applications to vote by emergency proxy at this election on the grounds of physical incapacity or for work/service reasons must reach the Electoral Registration Officer at Civic Centre, Pontypool, Torfaen, NP4 6YB by 5 p.m. on **Thursday 31 July 2025**. To apply on the grounds of work/service, the person must have become aware that they cannot go to the polling station in person after 5pm on **Wednesday 23 July 2025**.
8. Supplementary guidance notes for candidates at County Borough Council elections are available from <https://www.electoralcommission.org.uk/our-guidance/candidate-or-agent/community-council-elections-wales>

#### Electronic delivery statement

Nomination papers submitted electronically must be delivered in accordance with arrangements set out in this statement.

#### A) By email

- Nominations to be submitted to: [Candidates@torfaen.gov.uk](mailto:Candidates@torfaen.gov.uk) stating Nomination Submission in the subject field
- If you require an informal check please email: [Candidates@torfaen.gov.uk](mailto:Candidates@torfaen.gov.uk) stating Informal Check of Nomination in your subject heading.
- Please ensure you request a delivery receipt and confirm receipt by telephoning: 01495 766074

Please note:

It is the responsibility of candidates to ensure that the Returning Officer receives nomination forms in the correct way by the required deadlines.

An electronic read receipt from the Returning Officer is not confirmation that the nomination is valid. The Returning Officer will send a notice to inform candidates of their decision as to whether or not their nomination is valid.

Should you require any assistance with the electronic delivery of nominations please contact Caroline Genever-Jones.

**STEPHEN VICKERS  
RETURNING OFFICER**

Civic Centre  
PONTYPOOL Torfaen NP4 6YB

Date: 28 Mai 2025

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