

CRESSAGE, HARLEY & SHEINTON

PARISH COUNCIL

CODE OF CONDUCT

You are a member or co-opted member of Cressage, Harley & Sheinton Parish Council and hence you shall have regard to the following principles – selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Accordingly, when acting in your capacity as a member or co-opted member -

You must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for yourself, your family, a friend or close associate.

You must not place yourself under a financial or other obligation to outside individuals or organisations that might seek to influence you in the performance of your official duties.

When carrying out your public duties you must make all choices, such as making public appointments, awarding contracts or recommending individuals for rewards or benefits, on merit.

You are accountable for your decisions to the public and you must co-operate fully with whatever scrutiny is appropriate to your office.

You must be as open as possible about your decisions and actions and the decisions and actions of your authority and should be prepared to give reasons for those decisions and actions.

You must declare any private interests, both pecuniary and non-pecuniary, including your membership of any Trade Union, that relate to your public duties and must take steps to resolve any conflicts arising in a way that protects the public interest, including registering and declaring interests in a manner conforming with the procedures set out in the box below.

You must, when using or authorising the use by others of the resources of your authority, ensure that such resources are not used improperly for political purposes (including party political purposes) and you must have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

You must promote and support high standards of conduct when serving in your public post, in particular as characterised by the above requirements, by leadership and example.

REGISTRATION AND DISCLOSURE OF PECUNIARY INTERESTS

As a Member¹ of Cressage, Harley & Sheinton Parish Council (“the Council”) I am required to register certain interests (known as “disclosable pecuniary interests”) of my own and of my partner². These interests are set out in the table below. In addition, I will register my membership of any Trade Union.

When I am present at a meeting of the Council and I have a disclosable pecuniary interest (**which includes your own interest and that of your partner**) in any matter being considered which is entered in the Council’s register of interests, I do not need to disclose it to the meeting, but I will withdraw from the meeting room when the matter is being discussed and will not participate, or participate further, in any discussion of, or any vote taken on, the matter at the meeting.

If my disclosable pecuniary interest (**which includes your own interest and that of your partner**) is not entered in the Council’s register of interests, I will disclose its existence and, unless it is a sensitive interest³, its nature, to the meeting and will notify the Monitoring Officer of the interest within 28 days of the meeting. I will withdraw from the meeting room when the matter is being discussed and will not participate, or participate further, in any discussion of, or any vote taken on, the matter at the meeting.

<i>Subject</i>	<i>Prescribed description</i>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain by you or your partner
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within the relevant period ⁴ in respect of any expenses incurred by you in carrying out your duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

1 “member” means a member of the Council and includes a co-opted member;

2 Partner includes your spouse, civil partner or person with whom you are living as if they were your spouse or civil partner

3 An interest is sensitive if its nature is such that you, and your Monitoring Officer, consider that its disclosure could lead to you, or a person connected with you, being subject to violence or intimidation.

4 “relevant period” means the period of 12 months ending with the day on which you give a notification of its existence

Contracts	Any contract which is made between you or your partner (or a body in which you or your partner has a beneficial interest ⁵) and the Council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land ⁶ which is within the area of the Council.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the Council for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge)— (a) the landlord is the Council ; and (b) the tenant is a body in which you or your partner has a beneficial interest.
Securities	Any beneficial interest in securities ⁷ of a body where— (a) that body (to your knowledge) has a place of business or land in the area of the Council ; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you or your partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

5 “body in which the relevant person has a beneficial interest” means a firm in which you or your partner is a partner or a body corporate of which you or your partner is a director, or in the securities of which you or your partner has a beneficial interest; and “director” includes a member of the committee of management of an industrial and provident society

6 “land” excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income;

7 “securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.