

STANFIELD PARISH COUNCIL

CODE OF CONDUCT

Introduction

Pursuant to section 27 of the Localism Act 2011, Stanfield Parish Council has adopted this Code of Conduct to promote and maintain high standards of behaviour by its members and co-opted members whenever they conduct the business of the Council including the business of the office to which they were elected or appointed or when they claim to act or give the impression of acting as a representative of the Council,

This Code of Conduct is based on the principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Definitions

For the purposes of this Code, a ‘co-opted member’ is a person who was co-opted onto the Parish Council during a non-election year, when there was a vacancy.

For the purpose of this Code, a ‘meeting’ is a meeting of the Council.

For the purpose of this Code, and unless otherwise expressed, a reference to a member of the Council includes a co-opted member of the Council.

Member obligations

When a member of the Council acts, claims to act or gives the impression of acting as a representative of the Council, he/she has the following obligations.

1. He/she shall behave in such a way that a reasonable person would regard as respectful
2. He/she shall not act in a way which a reasonable person would regard as bullying or intimidatory.
- 3 He/she shall not seek to improperly confer an advantage or disadvantage on any person.
4. He/she shall use the resources of the Council in accordance with its requirements,
5. He/she shall not disclose information which is confidential or where disclosure is prohibited by law.

Registration of interests

6. Within 28 days of this Code being adopted by the Council, or the member’s election or the co-opted member’s appointment (where that is later), he/she shall register with the Monitoring Officer the interests which fall within the categories set out in appendices A and B.

7. Upon the re-election of a member or the re-appointment of a co-opted member, he/she shall within
28 days re-register with the Monitoring Officer any interests in appendices A and B.
8. A member shall register with the Monitoring Officer any change to interests or new interests in
appendices A and B within 28 days of becoming aware of it.
9. A member need only declare the existence but not the details of any interest which the Monitoring
Officer agrees is a 'sensitive interest'. A sensitive interest is one which, if disclosed on a public
register, could lead the member or a person connected with the member to be subject to violence or
intimidation.

Declaration of interests at meetings

10. Where a matter arises at a meeting which relates to an interest in appendix A the member shall not
participate in a discussion or vote on the matter. He/she only has to declare what his/her interest is
if it is not already entered in the member's register of interests or if he/she has not notified the
Monitoring Officer of it.
11. Where a matter arises at a meeting which relates to an interest in appendix A which is a sensitive
interest, the member shall not participate in a discussion or vote on the matter. If it is a sensitive
interest which has not already been disclosed to the Monitoring Officer, the member shall disclose
he/she has an interest but not the nature of it.
12. Where a matter arises at a meeting which relates to an interest in appendix B, the member shall not
vote on the matter. He/she may speak on the matter only if members of the public are also allowed
to speak at the meeting.
13. A member only has to declare his/her interest in appendix B if it is not already entered in hi/her
register of interests or he/she has not notified the Monitoring Officer of it or if he/she speaks on the
matter. If he/she holds an interest in appendix B which is a sensitive interest not already disclosed
to the Monitoring Officer, he/she shall declare the interest but not the nature of the interest.

14. Where a matter arises at a meeting which relates to a financial interest of a friend, relative or close associate (other than an interest in appendix A), the member shall disclose the nature of the interest and not vote on the matter. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting. If it is a 'sensitive interest' the member shall declare the interest but not the nature of the interest.

Dispensations

15. On a written request made to the Council's proper officer, the Council may grant a member a dispensation to participate in a discussion and vote on a matter at a meeting even if he/she has an interest in appendices A and B if the Council believes that the number of members otherwise prohibited from taking part in the meeting would impede the transaction of the business; or it is in the interests of the inhabitants in the Council's area to allow the member to take part or it is otherwise appropriate to grant a dispensation.