

Market Lavington Parish Council

Code of Conduct

You are a member or co-opted member of Market Lavington Parish Council and hence you shall have regard to the following principles - **selflessness, integrity, objectivity, accountability, openness, honesty and leadership**.

You must observe the Standing Orders of the Parish Council, and promote and support high standards of conduct when serving in your public post, in particular as characterised by the following requirements, by leadership and example.

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

1. 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.
2. 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.
3. 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.
4. The Parish Council is accountable for its decisions to the public and must co-operate fully with whatever scrutiny is appropriate. *(The council is a body corporate which exists in perpetuity whether or not there are councillors. If it is the decision of 'the council' it is 'the council' as a body that is responsible. It is essential that councillors follow the code of conduct as far as behaviour and interests are concerned. If this is not followed then the individual councillor is open to investigation because it is individual behaviour. It is important that councillors take the advice of the clerk as officer of the council. This way the council will be covered by public liability and officials' indemnity insurance. The clerk as officer is covered and the council as a body is covered).*
5. The Parish Council must be as open as possible about its decisions and actions, and should be prepared to give reasons for those decisions and actions.
6. 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.
7. You must declare any private pecuniary interests, in-line with the requirements of the Localism Act 2011, 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 below. The Clerk to the Council or the Monitoring Officer for Wiltshire Council may offer advice to any member seeking guidance as to whether an interest in a matter should be declared.

Registering and declaring pecuniary interests (see also Appendix 1 for further guidance)

8. You must, within 28 days of taking office as a member or co-opted member, notify your authority's monitoring officer of any disclosable pecuniary interest as defined by regulations made by the Secretary of State, where the pecuniary interest is yours, your spouse's or civil partner's, or is the pecuniary interest of somebody with whom you are living as a husband or wife, or as if you were civil partners.

9. In addition, you must, within 28 days of taking office as a member or co-opted member, notify your authority's monitoring officer of any disclosable pecuniary interests which Market Lavington Parish Council has decided should be included in the register. *(Currently Market Lavington Parish Council have not included any additional disclosable pecuniary interests in the register)*
10. If a pecuniary interest has not been entered onto the authority's register you must disclose the interest to any meeting of Market Lavington Parish Council at which you are present, where you have a disclosable interest in any matter being considered and where the matter is not a sensitive interest.
11. Following any disclosure of a pecuniary interest which is not on the authority's register or the subject of pending notification, you must notify the monitoring officer of the interest within 28 days beginning with the date of disclosure.
12. Unless dispensation has been granted by Market Lavington Parish Council, you may not participate in any discussion of, vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State.
13. The Parish Council recognises that most councillors will have a pecuniary interest in setting the Parish Precept. *The Localism Act 2011 Section 33 Paragraph 2 states that a relevant authority may grant a dispensation under this section if, after having had regard to all relevant circumstances, the authority considers that without the dispensation the number of persons prohibited by section 31(4) from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business.* Discussions and voting on the Parish Council budget and precept requirement shall therefore be covered by a blanket dispensation, to all councillors.

NOTES

Code of Conduct originally adopted at the Parish Council meeting 18/9/12 (minute number 8, page 955).

Parish Council meeting 18/12/12 (minute number 11, page 976) *Document amended to include paragraph 13, following recommendation of Management & Finance committee meeting held 4/12/12 (minute number 5, page 972).*

Parish Council meeting 19/2/13 (minute number 16, page 988) document amended to include additional sentence at end of paragraph 7, Paragraph 13 slightly amended, and addition of Appendix 1, following recommendation of Management & Finance committee meeting held 22/1/13