

# Register of Members' Interests Town and Parish Council Members



Name: (Please print): \_\_\_\_\_

Parish: (Please print): \_\_\_\_\_

You must complete all boxes in this form by writing the details of your interests or by putting "none"

## Part A

**Financial Interests:** In this section you must give details of:

### Employment

(a) Any employment you have or any business you run or have an interest in

- (b) the name of
- the person who employs or has appointed you
  - any firm in which you are a partner
  - the name of any company for which you are a paid director

### **Sponsorship**

- (c) the name of any person, other than the Council, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties.

**Note:** Standards Board advice is that you should include the name of any person, including a political party, who has made a direct payment **to you or to some other person**. An example of this is where you have been given money or had use of a printer for your election leaflets. You should also register any person or organisation that provides premises that relate to your official duties, such as somewhere to hold a ward surgery.

Note: In this declaration 'The Council' means the council of which you are a member.

### **Interest in shares or securities**

- (d) The name of any corporate body which:
- has a place of business or land in the East Devon District Council area, **and**
  - in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body.

#### **Note:**

- 'Place of business' means business premises.
- 'Corporate body' includes companies, building societies, industrial and provident societies, public corporations such as the British Broadcasting Corporation or the Port of London Authority and insurance companies
- 'Securities' includes any instrument (such as a share, bond or option) that indicates some form of ownership rights or creditor relationship with a particular body. In practice, shares are the most common form of securities.
- A 'beneficial interest' means one where the owner of the interest is entitled to the benefit of the asset concerned. Such an interest can arise where you own the asset or are the beneficiary of a trust.
- 'Nominal value' is the face value of the shares, as shown on the share certificate. This can be as little as 1p per share. Nominal value is **not**

the market value of your share. So if the nominal value of each of your shares is 1p, you will be able to hold 2,500,000 of them before needing to declare them.

- Total issued share capital'. If the issued share capital is, say £100,000, and you own £10,000 of it, you will need to declare this company. This may mean that interests in small enterprises need to be declared.

**Contracts with your Council**

- (e) A description of any contract for goods, services or works made between the Council:
- and yourself
  - and a firm in which you are a partner
  - and a company of which you are a paid director
  - or a body of the description set out in the paragraph (d) on page 3.

**Note:** You should give sufficient detail to identify the contract, such as the date, and a brief description of the goods, services or works being contracted for. There is no need to state the value of the contract or its terms

**Land**

- (f) The address of any land in which you have a beneficial interest and which is in the area of

This includes any property you live in.

**Note:** You should give the address, and where the address is not sufficient to identify the whole of the land concerned, please use a field number or map reference. A plan may be the easiest way to make clear your ownership in difficult cases, but -this is not a requirement.

**Tenancies you have from your Council**

(g) The address or other description (sufficient to identify the location) of any land where the landlord is the Council and the tenant is:

- a firm in which you are a partner
- a company of which you are a paid director, or
- a body of the description specified in paragraph (d) on page 3.

**Licences you have from your Council**

(h) The address of any land in East Devon in which you have a licence (alone or jointly with others) to occupy for 28 days or longer.

**Gifts / Hospitality**

(h) The interests of any person from whom you have received a gift or hospitality with an estimated cost of at least £25

## Part B

### Other Interests: In this section you must give details of:

- (a) Any organisation or body to which you have been appointed or nominated by the Council as its representative. This can be as an ordinary member or as a member with a position of general control or management.

- (b) Any public authority or body exercising functions of a public nature which you are a member of, or in which you hold a position of general control or management. An example of this would be a director of a primary care trust or a board member of a housing trust

- (c) Any industrial and provident society, building society, charity or body directed to charitable purposes which you are a member of, or in which you hold a position of general control or management.

**Note 1:** Freemasonry falls within the definition of a secret society. Freemasons who are members of The Grand Charity must register membership of The Grand Charity and declare when appropriate their membership of the Grand Charity as a personal or prejudicial interest before or during council meetings. The position is therefore that most Freemasons will, by virtue of their membership of the Grand Charity, be required to register an interest.

**Note 2:** Advice from the Office of the Deputy Prime Minister (ODPM) confirms by letter dated 8 March 2002 that it is not intended that councillors should have to register the name of any building society in which they have investments, or from whom they borrowed money

- (d) Any organisation which you are a member of, or in which you hold a position of general control or management, whose principal purposes include the influence public opinion or policy. An example of this type of organisation is the National Trust or a political party.

- (e) Any Trade Union or professional association which you are a member of, or in which you hold a position of general control or management.

**Note: If you become aware of any changes in the interests you have declared in this form, then you must write to the Monitoring Officer explaining the change. There is a time limit of 28 days from the day you become aware of the changes to do this. It is your responsibility to see this happens, and to give a copy of the form, and any updates you make to it, to your Parish Clerk.**

## Declaration

1. I, (full name),

a member/co-opted member of

[Please put a cross against whichever of these two statements (a or b) applies to you. You must put a cross in one box and only one box.]

a. I have set out under the appropriate headings in this form, my interests. I understand that I have to declare these under the Local Government Act 2000 and the Local Code of Conduct. Where I do not have an interest under a heading, I have put "none"

**OR**

b. I have no financial or other interests which I have to declare under the Local Government Act 2000 and the Local Code of Conduct.

2. I recognise that it can be a breach of the Council's Code of Conduct, to:

- a. leave out information that ought to be given in this notice
- b. give information that is false or misleading
- c. fail to write to the Monitoring Officer within the 28 day time limit to:
  - bring up to date the information I have given in this notice if my interests change
  - declare an interest that I acquire after the date of this notice.

3. I understand the Register of Interests must be a public document, which may be consulted by any interested party during office hours, so that the public can be confident that decisions are not made where there is a conflict of interest.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

Member [ \_\_\_\_\_ ] Parish /Town Council

**Name** \_\_\_\_\_

(Block Capitals)

**Received** \_\_\_\_\_ **Date** \_\_\_\_\_

Signature of Monitoring Parish/Town Clerk

*Now that you have completed the form, please send it to the Monitoring Officer (fao Christopher Holland) at EDDC, Knowle, Sidmouth, Devon, EX10 8HL. Thank you.*