

Fawkes, Margaret

To: Parish Council Clerks
Subject: NEW CODE OF CONDUCT FOR MEMBERS

Colleagues, I thought it might be helpful to summarise the key adoption/post adoption points which I have previously advised you about and discussed with some, if not all of you.

Please bear the following in mind:-

- Once your Council has adopted the new code, you will need to let the Standards Board know. You can do this by emailing Kimberley Connell in the Standards Board Policy and Guidance Team at enquiries@standardsboard.gov.uk. You do not need to provide a copy of the Code itself, but you should say if paragraph 12(2) of the model code has been (specifically) adopted.
- It would be helpful if you could let me know when your Council has adopted the Code, particularly if you would like to be included in the Borough Council's advertisement in the local press (at no cost).
- Copies of your Council's new code should be made available locally (**I will need to know where for the Borough Council's press advertisement**) and it would be good practice to let your parishioners know about the new code and where it can be seen.
- Each of your Members (and any voting co-optees) should be given a copy of the new code, and they should be informed where to access the Standards Board guide, if they have not already had a copy.
- Each of your Members will be required to complete a new register of interests form and to provide this to you, with a copy via you to me, by no later than 28 days from the date your Council adopted the new code. You should all have had a copy of the new register of interests form from me. If you have not got a copy, please let me know.
- Please do not forget that if your Council has adopted paragraph 12(2) of the model code, and your members wish to take advantage of it, your Council's Standing Orders will need to provide for the public to have the same rights as members to speak on all open items on your Council meeting agendas.

If there are any queries about any of this or any other matters regarding the Code, please do not hesitate to get in touch.

Kind regards.

David Bond
Monitoring Officer
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