



Code of Conduct

Introduction

This code of Conduct outlines the standard of behaviour expected by members and co-opted members of Knapton Parish Council 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.

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

Registration of interests

6. Within 28 days of this Code being adopted by the Council, or the members election, or re-election, or the co-opted members appointment (where that is later), he/she shall register with the Monitoring Officer any pecuniary interests or benefits which could influence any aspect of the work of the council. This includes the interest and benefits of any partner/spouse or close family member
7. A member shall register with the Monitoring Officer any change to interests or new interest within 28 days of becoming aware of it
8. A member need only declare the existence but not the details of any interest which the Monitoring Officer agrees it is a sensitive interest'. A sensitive interest is one which, if disclosed on a public register, could lead the member or person connected with the member to be subject to violence or intimidation

Declaration of interests at meetings

9. Where a matter arises at a meeting which relates to an interest as above the member shall not participate in a discussion or vote on the matter. He/she only has to declare what his/her interest (or sensitive 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
10. He/she may speak on the matter only if members of the public are also allowed to speak at the meeting

Dispensations

11. 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 it if the Council believes that the number of members or 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 in or it is otherwise appropriate to grant a dispensation.

Adopted: September 2026

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