

SOUTH HAMS DISTRICT COUNCIL

**REGISTER OF INTERESTS FOR PARISH &  
TOWN COUNCILS**

**Relevant legislation:**

The Localism Act 2011

The Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012

The ..... (insert name of Parish or Town Council) adopted its Members' Code of Conduct on ..... (insert date on which the Code was adopted).

**Important Notes:**

- You must register in **Part 1** all **Disclosable Pecuniary interests** that are:
  - Yours, and
  - Your spouse's, or
  - Civil partner's, or
  - Person with whom you are living as husband or wife
  - (These are referred to as 'Spouse/Partner' in this Register)
- You must register in **Part 2** your **personal or other interests** as required by the Council's Code of Conduct
- You must register your Disclosable Pecuniary Interests and any personal or other interests **within 28 days** of whichever is the later of:
  - the date that the Council adopts a Code of Conduct
  - of your election, appointment or co-option on to the Council
- You must register any new interest (or change to any interest already registered) within **28 days** of that new interest or change (there is an **Amendment Form** for this)
- You must notify the Monitoring Officer within **28 days** of any interest disclosed at a meeting that is not already in the Council's Register or already been notified to the Monitoring Officer
- The information that you provide on this form will be kept in a Register by the Monitoring Officer which is required to be available for public inspection and will also be published on the Council's website

**Sensitive Information:**

- Where the Monitoring Officer agrees that any information relating to your interests is sensitive information, then that information may be excluded from the public
- You must notify the Monitoring Officer in writing within 28 days of any change which means the the information is no longer sensitive
- Sensitive information is defined as information whose availability to the public is likely to create a serious risk that any person may be subjected to violence or intimidation.

## NOTICE OF INTERESTS

**I** **(insert your full name)**  
**Member of** **(insert name of Parish/Town Council)**

**Give Notice** below of those interests which I am required to declare under:

- The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and
- The Council's adopted Code of Conduct.

I understand that in so doing I must also declare:

- In addition to **my own Disclosable Pecuniary Interests**, any Disclosable Pecuniary interest I am aware of that belongs to my **spouse or partner**, as defined in the Council's Code of Conduct (set out in Part 1 of this Register)
- My interests in relation to **any personal or other interest** required by the Code (set out in Part 2 of the Register)

### Part 1

#### DISCLOSABLE PECUNIARY INTERESTS

##### 1. Employment, Office, Trade, Profession or Vocation

Please give details of:

- (i) every employment, job, trade, office, business or vocation for which **you** (and/or **spouse/partner**) receive any benefit or gain (i.e. profit, salary or benefit in kind) including a short description of the activity e.g. 'Accountant' or 'Farmer' and
- (ii) the name of any employer or body, firm or company which **you** own (and/or your **spouse/partner**) or in whose securities you/they have any beneficial interest.

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|---|--|
| <ul style="list-style-type: none"> <li>(i) Description of your/spouse/partner's employment, job, vocation, trade or business carried on for profit or gain</li> </ul> |  |
|---|--|

<p>(ii) Name of employer, body, firm or company by which you (or spouse/partner) are:</p> <ul style="list-style-type: none"> <li>- employed, or</li> <li>- in which you (spouse/partner) are a partner or a remunerated Director or in whose securities you/they have a beneficial interest</li> </ul>	
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**2 (a). Sponsorship - you**

**Please give details of any person or body (other than the Council) who has made any payment to you in respect of your election or any expenses you have incurred in carrying out your duties as a Parish/Town Councillor.**

**2 (b). Sponsorship – your spouse or partner**

**Please give details of any person or body (other than the Council) who has (to your knowledge) made any payment to your spouse or partner in respect of their election or any expenses they have incurred in carrying out their duties as a Councillor.**

**3. Securities: Interests in Companies or other bodies**

Please give details of any body which:

- (i) has (to your knowledge) a place of business or owns land in the Parish/Town Council's area and
- (ii) in which you (and/or spouse/partner) have a beneficial interest in either:
  - a. the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
  - b. if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

**Note:** It is not necessary to declare the nature or size of the holding, simply the name of the company or other body.

**4. Contracts: for Goods, Works or Services with the Parish/Town Council**

Please give details of any current, existing contracts for goods, works or services between:

- (i) the Council and
- (ii) you (spouse/partner) or
- (iii) any body, firm or company by which you (or spouse/partner) are employed or which you/they own or in which you/they have a beneficial interest, as referred to at 3 above.

**5. Land and Licenses in the Council's Area**

Please give the address or other description (sufficient to identify the location) of any land or property in the Council's area in which you (or spouse/partner) have a beneficial interest, indicating whether you/he/she are the owner, lessee or tenant. You should include any land in which you (or spouse/partner) have a licence (alone or with others) to occupy for a period of one month or longer (for example, any allotments you/they rent or use).

You must include the land and house you live in

**6. Corporate Tenancies: Land leased from the Parish / Town Council**

Please give the address or other description (sufficient to identify the location) of any land leased or licensed from the Council by:

- (i) you
- (ii) your spouse/partner, or
- (iii) any body firm or company by which you (or your spouse/partner) are employed or which you (spouse/partner) own or in which you (spouse/partner) have a beneficial interest (specified at 3 above)

## Part 2

### PERSONAL AND OTHER REGISTERABLE INTERESTS

(These interests are your interests only – you do not need to include your spouse/partner)

#### 7. Membership of Other Bodies

Please give details of your membership of, your connection with, or any position of general control or management in, any bodies in the categories listed below.

a) Any Body or Organisation to which you have been appointed or nominated by the Council as its representative	
b) Any other body exercising functions of a public nature  (e.g. County, Town or Parish Council; National Park Authority; Health, Police or Fire Authority etc)	
c) Any body directed to charitable purposes  (e.g., an Industrial and Provident Society or Charity)	
d) Any body whose principle purpose is to influence public opinion or policy  (e.g. Political Party; Trade Union, Professional Association, Local Action Forum, Civic Society or Interest Group)	
e) Any other body which, in your view, might create a conflict of interest in carrying out your duties as a Councillor.	

8. Any other matter which, in your view, might create a conflict of interest in carrying out your duties as a Councillor, including but not confined to the receipt of gifts or hospitality to a value greater than £100.

**Contact Details (for internal use only - not for publication)**

• Email address:

• Day time phone number:

• Mobile number:

**YOUR DECLARATION**

I recognise that if I fail to comply with the Council's Members' Code of Conduct or:

- (i) omit any information that should be included in this Notice;
- (ii) give false or misleading information; or
- (iii) do not tell the Monitoring Officer of any changes to this Notice or new interests I acquire (or those of which I am aware belong to my partner or spouse in relation to Disclosable Pecuniary Interests),

that may be a criminal offence and/or a breach of the Council's Code of Conduct.

Signed: .....

Date: .....

**FOR MONITORING OFFICER USE ONLY**

Received by: ..... Date: .....

(Monitoring Officer / Deputy Monitoring Officer)