



Cam Parish Council

CODE OF MEMBERS' CONDUCT

Adopted May 2025

(FC.25.009C)

1. Introduction

This Code sets out the standards of behaviour expected from all Cam Parish Councillors. As public representatives, you are expected to act with integrity, honesty, and in the best interest of the community.

2. When This Code Applies

This Code applies whenever you are:

- Acting as a Cam Parish Councillor,
- Conducting Council business or representing the Council,
- Giving the impression you are acting as a Councillor.

It does not apply to your private life unless your actions seriously damage the Council's reputation.

3. Principles of Conduct

All Councillors are expected to follow these principles:

- **Selflessness** – Put the public interest before your own.
- **Integrity** – Avoid being influenced by personal gain.
- **Objectivity** – Make decisions fairly and on merit.
- **Accountability** – Be open to public scrutiny.
- **Openness** – Be transparent in your decisions and actions.
- **Honesty** – Be truthful.
- **Leadership** – Promote and model good conduct.

4. Expected Behaviour

You **MUST**:

- Treat everyone with respect.
- Promote equality and avoid discrimination.
- Use your position only for the public good, not for personal benefit.
- Follow the Council's rules, policies, and lawful instructions.
- Respect confidential information – only share it if legally required or with proper authorisation.
- Use Council resources properly – not for party-political or personal use.
- Be open, accountable, and cooperative in decision-making.

You **MUST NOT**:

- Bully, harass, or intimidate anyone.
- Bring your role or the Council into disrepute.
- Prevent others from accessing information they are legally entitled to.

5. Declaring and Managing Interests

Disclosable Pecuniary Interests (DPIs)

You must declare and register interests like:

- Employment or business,
- Property ownership in the parish,
- Contracts with the Council,
- Shares in companies working with the Council.

These apply to you and your partner.

If you have a DPI:

- Declare it at meetings.
- Leave the room and don't vote or take part.
- Register it with the Clerk within 28 days.

Other Interests

Declare if:

- You are a member of a local group or charity affected by a decision.
- A decision might affect your, your family's, or close associates' wellbeing more than most parishioners.

If it could bias your judgement, you must:

- Declare the interest.
- Leave the room unless you've been granted a dispensation.

6. Gifts and Hospitality

You must:

- Not accept gifts or hospitality that could be seen to influence you.
- Register gifts or hospitality worth £50 or more within 28 days.
- Declare significant gifts even if you refuse them.

7. Dealing with Complaints

You must:

- Complete any required Code of Conduct training.
- Cooperate with any investigation into conduct complaints.
- Not intimidate or pressure anyone involved in a complaint.
- Comply with sanctions if found to have breached the Code.

8. Dispensations

You may request a dispensation from the Clerk if an interest would otherwise prevent you from participating in Council business. The Council can grant it if it's in the public interest.

Definitions

- Clerk – the Parish Clerk.
- Meeting – any formal Parish Council meeting.
- Member – any elected or co-opted Parish Councillor.
- Close associate – someone with whom you regularly interact and may be seen to favour.
- Disclosable Pecuniary Interest – a financial interest that must be declared by law.
- Wellbeing – a person's overall quality of life.
- Unlawful discrimination – treating someone unfairly based on protected characteristics (age, race, disability, sex, etc.).