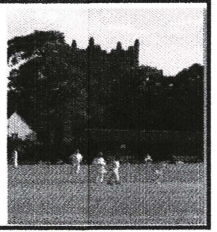


GESTINGTHORPE PARISH COUNCIL

Parish Clerk / RFO: Kevin B. Money
7 Roach Vale, Colchester, Essex. CO4 3YN
Tel: 07810781509 – Email: gestingthorpepc@gmail.com
Website: <https://www.gestingthorpepc.co.uk>



Dear Councillor

You are requested to attend the forthcoming meeting of Gestingthorpe Parish Council to be held on

Thursday 11th. May 2023 at 7pm in the village hall

for the purpose of transacting the business ONLY shown on the agenda

KBMoney Kevin B. Money - Clerk to the Council – 4th. May 2023

ANNUAL MEETING AGENDA

034/2023 2022/23 Chairman Welcome

035/2023 Apologies for Absence

036/2023 All Councillors to sign

- a) Declaration of Acceptance of Office
- b) E Consent form
- c) To complete their Register of Interest form
- d) To complete their Election Expenses Return form

037/2023 Election of Chairman for the 2023/24 year.
The Chairman to sign the Declaration of Office

038/2023 Election of Vice-Chairman for the 2023/24 year.
The Vice-Chairman to sign the Declaration of Office

039/2023 Election of Appointments and Employment committee
2022/23 Appointments and committees can be found at <https://gestingthorpepc.co.uk/councillors>

040/2023 To re-adopt all Council 2023/24 policies
Policies can be found at <https://gestingthorpepc.co.uk/policies-and-procedures>

041/2023 2023/24 Chairman to Close Annual meeting

GESTINGTHORPE PARISH COUNCIL

REGISTER OF PARISH/TOWN COUNCIL MEMBERS' INTERESTS

I, *

a member of Gestingthorpe Parish Council, set out below under the appropriate headings my interests, which I am required to declare under the Localism Act 2011 and the Council's Code of Conduct and I have put "none" where I have no such interests under any heading.

Disclosable Pecuniary Interests

Members are required to register not only their own interests under this heading but also those of their spouse or civil partner or of any person with whom they are living as husband and wife or as if they were civil partners and the Member is aware that the other person has the interest.

<p>1. Your employment, office, trade, profession or vocation carried on by you or those persons referred to above for profit or gain (includes any payments or benefits in kind which are subject to Income Tax).</p>	
<p>Member:</p>	<p>Spouse or Civil Partner:</p>
<p>2. Any payment or provision of any other financial benefit (other than from your authority) made or provided within the last 12 months in respect of expenses you have incurred in carrying out your duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>	
<p>Member:</p>	<p>Spouse or Civil Partner:</p>

3. A description of any contract for goods, services or works made between your authority and you or the persons referred to above (or a body in which you or they have a beneficial interest) and which has not been fully discharged.

Member:	Spouse or Civil Partner:
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4. Any land in your authority's area in which you have a beneficial interest.

Member:	Spouse or Civil Partner:
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5. Any land in the authority's area for which you or the persons referred to above have a licence (alone or jointly with others) to occupy for a month or longer.

Member:	Spouse or Civil Partner:
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6. Any tenancy where to your knowledge the landlord is your authority and the tenant is a body in which you or a person referred to above has a beneficial interest.

Member:	Spouse or Civil Partner:
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7. The name of any person or body in which you (or a person referred to above) has a beneficial interest in securities of that body where:

(a) that body (to your knowledge) has a place of business or land in the area of your authority; and

(b) either-

(i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issue share capital of that body; or

(ii) 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 or a person referred to above has a beneficial interest exceeds one hundredth of the total issue share capital of that class.

Member:

Spouse or Civil Partner:

Other Pecuniary Interests

Members are only obliged to register their own interests under this heading and do not need to include the interests of spouses or civil partners or others.

8. The name of the person who employs or has appointed you, the name of any firm in which you are a partner, and the name of any company for which you are a remunerated director.

9. A description of any contract for goods, services or works made between your authority and you (or a body in which you or they have a beneficial interest) and which has been fully discharged within the last 6 months.

Registerable Non- Pecuniary Interests

Members are only obliged to register their own interests under this heading and do not need to include the interests of spouses or civil partners or others.

10. Your membership of or the fact that you are in a position of general management and control of any body:-

- a) to which you have been appointed or nominated by your authority
- b) exercising functions of a public nature
- c) directed towards charitable purposes
- d) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union).

11. The name of any person from whom you have received a gift or hospitality with an estimated value of at least £50.

DECLARATION:

I recognise that it may be an offence under the Localism Act 2011 to:-

- omit information that ought to be given in this notice;
- provide information that is materially false or misleading;
- fail to give further notices in order to bring up to date information given in this notice after my re-election or reappointment or to fail to declare a disclosable pecuniary interest that I acquire after the date of this notice and have to declare under the provisions of s. 31 (2) Localism Act 2011.

I also acknowledge that it may be a breach of the Code of Conduct to:-

- omit information that ought to be given in this notice;
- provide information that is materially false or misleading;
- fail to provide written notification to the Monitoring Officer of any change in my interests contained in this notice within 28 days of my becoming aware of such change of circumstances

Signed: Dated:

Received by:

Signed: Dated:

Monitoring Officer/Deputy Monitoring Officer
Braintree District Council

NOTES

The Localism Act 2011 requires the Monitoring Officer to establish and maintain a Register of Parish Council Members' interests which is available for inspection and published on the Council's website. The information provided on this form will be published on the Council's website.

Elected Members should consult the guidance notes that accompany this form, and the Code of Conduct prior to completing the form. Whilst Members may seek advice from the Monitoring Officer, whether to register an interest is the responsibility of each Member.

Copies of the Register which are available for inspection or published will not include details of a Member's sensitive interest, other than stating that the Member has an interest the details of which are withheld. The definition of 'sensitive interests' are set out in the guidance notes. Please contact the Monitoring Officer if you consider you have a sensitive interest.

DATA PROTECTION

Braintree District Council will be Data Controller of the information you are providing on this form. That means the Council will be responsible for looking after it as required by the Data Protection Act 2018. The Council will only use the information for the purpose explained on a form. As required by the Data Protection Act 2018 the information will be kept safe, secure, processed and only shared for those purposes or where it is allowed by law. For more information on how this is done and your rights in regards to your personal information and how to access it, please see the Council's website www.braintree.gov.uk/privacy or contact the Data Protection Officer at dpo@braintree.gov.uk or 01376 552525.

GUIDANCE:

In completing the Register you will need to:

1. Insert the name of your Parish Council on the top of the Register (as indicated by the asterisk (*)).
2. Insert the name of your Parish Council in the first paragraph (as indicated by an asterisk (*)).
3. State your full name (including any titles).
4. Complete all sections of the form - Any section of the Register which is not applicable, please mark this as "None". Please do not leave any section blank. Please note that Box 4 required to declare all the land in the Parish in which you and your spouse/civil partner have an interest; this includes your home address. This is a legal requirement and failure to register an interest is a criminal offence.
5. In respect of Disclosable Pecuniary Interests (boxes 1 to 7 of the Register), as a Parish Councillor you must include not only your own interests under this heading but also those of your spouse or civil partner or of any person with whom you are living as husband and wife or as if you were civil partners. In all cases where you are aware that the other person has the interest, you are required to declare it. This is a legal requirement and failure to register an interest is a criminal offence. If you are not aware of an interest, you are not obliged to find out and register that interest.
6. If you consider that you or your spouse/civil partner have an interest which is "sensitive" which could lead to you (or your spouse/civil partner) or a person connected with you being subject to violence or intimidation, you must declare that interest, but may seek agreement from the Monitoring Officer that the interest is a "sensitive interest" and not required to make that interest public, either by the publication of that part of the Register or by declarations at a meeting. If you wish to seek the Monitoring Officer's agreement, please set out your concerns in writing in order to be considered by the Monitoring Officer. For the avoidance of doubt, declaration and publication is not a matter of choice, and the Monitoring Officer is only able to withhold publication where there is a real threat to safety.
7. The Parish Councillor must sign their Register of Interest. The Monitoring Officer, or Deputy Monitoring Officer, will countersign each Register of Interests upon receipt.

The descriptions of interests are subject to the following definitions;

“the Act “	means the Localism Act 2011.
“body in which the relevant person has a beneficial interest”	means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest.
“director”	includes a member of the committee of management of an industrial and provident society.
“land”	excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income.
“member”	includes a co-opted member.
“relevant authority”	means the authority of which the member is a member.
“relevant period”	means the period of 12 months ending with the day on which the member gives a notification to the monitoring officer for the purposes of section 30(1) (registration of interest following election or co-option) or section 31(7) (registration following member becoming aware of interest), as the case may be, of the Act.
“relevant person”	means the member or his / her spouse or partner.
“securities”	means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.
“sensitive interest”	An interest (whether or not a disclosable pecuniary interest), the nature of the interest is such that the member or co-opted member, and the monitoring officer, consider that disclosure of the details of the interest could lead to the member or co-opted member, or a person connected to them, being subject to violence or intimidation
Pecuniary Interests	
“employment, office, trade, profession or vocation”	includes any employment, office, trade, profession or vocation carried on for profit or gain.
“sponsorship”	includes any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by Member in carrying out duties as a member, or towards the election expenses of Member. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
“contracts”	includes any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
“land”	includes any beneficial interest in land which is within the area of the relevant authority.
“licences”	includes any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.

<p>“corporate tenancies”</p>	<p>includes any tenancy where (to the Member’s knowledge) — (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.</p>
<p>“securities”</p>	<p>includes any beneficial interest in securities of a body where — (a) that body (to Member’s knowledge) has a place of business or land in the area of the relevant authority; and (b) either — (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) 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 the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>

Completing and returning this form to the Returning Officer

You should complete and return the form to the Returning Officer for your electoral area. The form must be submitted within **28 calendar days** after the day of the election.

The form must be accompanied by the declaration signed by you to verify the return.

If the deadline for submitting your return falls on a non-working day, the deadline will be the first working day after.

Where can I get further advice?

If you have any questions about candidates' election spending you can contact us:

Visit us at www.electoralcommission.org.uk

Email us at pef@electoralcommission.org.uk

Call us on 0333 103 1928

Return of Election Expenses

To be completed by the candidate and returned within 28 days after the day of the election

In the [.....ward of the]
Parish/Community of

Date of Election.....

Name of Candidate.....

1. I am the person named above as Candidate in this election.
2. I hereby make the following return of my election expenses.

Signature of Candidate **Date**.....

Part one: Summary of expenses

Category	Amount	
	£	pp
A. Candidate's personal expenses (i.e. travel and subsistence)		
B. Paid to individuals for services rendered (sub-agents, clerks, messengers, etc)		
C. Paid for election offices:		
C1. Hire of rooms		
C2. Office costs (use of computers etc)		
D. Paid for public meetings:		
D1. Hire of rooms		
D2. Paid to public speakers		
E. Paid for materials to electors:		
E1. Design and printing costs		
E2. Distribution costs (e.g. postage)		
F. Paid for advertising:		
F1. Posters/banners/billboards		
F2. Publicity materials (e.g. loudspeakers, rosettes)		
G. Paid for stationery costs		
H. Paid for communication costs (phone, fax, internet, etc)		
I. Miscellaneous Items		
Total notional expenditure		
Total unpaid claims		
Total election expenses		

B. Unpaid claims

In addition to payments listed above, I am aware of the following unpaid claims:

Item/Service	Date invoice received	Action taken or to be taken	Amount	
			£	pp
Total unpaid claims				

C. Declaration of value of notional expenditure over £50

Please note: You may have few, if any, payments to report under this section. If you are unsure as to the type of expenditure that should be recorded in this section please refer to the accompanying guidance notes

I hereby declare that the following individual amount(s) of expenditure incurred under s.90C of the RPA'83 and listed below at Part 2C of this return represents the full and true value as calculated in accordance with that section.

Signed Date

Item	Date(s) or Period Expenditure Incurred	Commercial Cost of Item	Actual Cost Paid	Value of Notional Expenditure
Total notional expenditure				

The Electoral Commission

Declaration by candidate as to election expenses

Local government: Parish and community elections
Election of a Councillor

To be completed by the candidate to accompany the return of election expenses

Please note: there is no longer any requirement for this declaration to be signed by a Justice of the Peace

Election for the _____ **ward of the**

Parish/community of _____

Date of publication of notice of the election _____

Full name of candidate _____

I solemnly and sincerely declare as follows:

1. The amount incurred by me at the above election was £
_____.
2. To the best of my knowledge and belief no other election expenses have been paid or incurred by me or by any other person or organisation in connection with my candidature.
3. To the best of my knowledge and belief the accompanying return of election expenses is complete and correct as required by law.
4. I understand that the law does not allow any election expenses not mentioned in the return to be defrayed except in pursuance of a court order.

Signature of declarant _____

Date _____

