



Saltash Town Council



Policy/Procedure:

Protocol: Declarations of Interest

Date of Adoption:

April 2018

This is a Policy or Procedure document of Saltash Town Council to be followed by both Councillors and employees.

Current Status			
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Responsible Officer	AJT	Minute reference	07/18/19a
Responsible Committee	P & R	Review date	TBC

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Review Record				
Date	Type of Review	Date of completion	Summary of actions	Completed by

Saltash Town Council

Protocol: Decorations of Interest

Background

Councillors must abide by rules that apply to the disclosure of some business or financial interests, known as disclosable pecuniary interests (DPI). These may include employment and business interests in the area. Other interests are usually nonpecuniary or personal interests.

Standing Order 14 gives guidance on the Code of Conduct which Councillors should refer to.

At all meetings:

A Members Declaration of Interest form will be provided in each individual meetings pack.

Members will record:

- a. their declarations of interest on the form
- b. whether they left the meeting
- c. that they are not declaring any interests

At the end of the meeting this form should be handed to the minute taker for inclusion in the minutes.