

04 Oct 23 (email)

Item 67.6.



Chairman: Graham Lee (☎ 742834)  
Office at Bear Farm, 6a Back Street SG7 5PE (☎ 743706)

➤ www.ashwell.gov.uk ✉ clerk@ashwell.gov.uk

*This model has been provided by HAPTC (Hertfordshire Association of Town & Parish Councils) and forms part of their guidance document 'Advice to town and parish councils on handling requests for dispensations at a meeting.'*

#### APPLICATION FOR A DISPENSATION FOR MEMBERS OF ASHWELL PARISH COUNCIL

Under the Localism Act 2011, councillors cannot participate in meetings where they have a disclosable pecuniary interest.

These provisions have been included in Ashwell Parish Council's Council's Code of Conduct. In addition to the disclosable pecuniary interests mandatory under the Localism Act 2011, Ashwell Parish Council has included some other categories of interest in its Code of Conduct.

Under certain circumstances, councillors are allowed to apply for a dispensation to speak and/or vote at a meeting where matters relating to their interest are being discussed. Such applications must be put in writing by the member, submitted to the proper officer and agreed by the council.

In order to ensure a consistent approach by Ashwell Parish Council councillors are asked to put their requests for a dispensation on this form.

|  |   |
|--|---|
| Name of councillor:  | Graham Lee  |
| Type of interest:  | Disclosable   |
| Business under discussion:   | Housing Needs Survey  |
| Type of dispensation required:   | To speak and vote <input type="checkbox"/><br>To address the meeting before withdrawing <input checked="" type="checkbox"/>   |
| Length of time dispensation required for:  | One meeting only (if so, please specify which one) <input type="checkbox"/><br><input checked="" type="checkbox"/> - 4 October 2023<br>For all discussions on a subject (please specify) <input type="checkbox"/><br>For one year <input type="checkbox"/> Until next election <input type="checkbox"/> |
| Reason for requesting dispensation:  | <del>Potential for not having a voting quorum</del><br>Information to be given  |
| Signed: [Redacted]   | Date: 04/10/2023  |
| Approval / Refusal: This dispensation was considered by Ashwell Parish Council at its meeting on 04 October 2023 and was approved/declined (delete as appropriate) |   |
| Reason for approval / refusal: As set out above.   |   |
| Signed: [Redacted]   | Date: 04/10/23  |

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|--|---|
| Name of councillor:  | Graham Lee  |
| Type of interest:  | Disclosable   |
| Business under discussion:   | Housing Needs Survey  |
| Type of dispensation required:   | To speak and vote <input type="checkbox"/><br>To address the meeting before withdrawing <input checked="" type="checkbox"/>   |
| Length of time dispensation required for:  | One meeting only (if so, please specify which one) <input type="checkbox"/><br><input checked="" type="checkbox"/> - 4 October 2023<br><br>For all discussions on a subject (please specify) <input type="checkbox"/><br>For one year <input type="checkbox"/> Until next election <input type="checkbox"/> |
| Reason for requesting dispensation:  | <del>Potential for not having a voting quorum</del><br>Information to be given  |
| Signed: [Signature]  | Date: 04/10/2023  |
| Approval / Refusal: This dispensation was considered by Ashwell Parish Council at its meeting on 04 October 2023 and was approved/declined (delete as appropriate) |   |
| Reason for approval / refusal: As set out above.   |   |
| Signed: [Signature]  | Date: 04/10/23  |

Apnt Council 2024

Items 130.3.2



AshwellParishCouncil  
Hertfordshire

Chairman: Graham Lee (☎ 742834)  
Office at Bear Farm, 6a Back Street SG7 5PE (☎ 743706)

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|  |  |
|--|--|
| Name of councillor:  | GRAHAM LEE   |
| Type of interest:  | OTHER  |
| Business under discussion:   | CLT Membership Cost of CLT Network   |
| Type of dispensation required:   | To speak and vote <input checked="" type="checkbox"/><br>To address the meeting before withdrawing <input type="checkbox"/>  |
| Length of time dispensation required for:  | One meeting only (if so, please specify which one) <input checked="" type="checkbox"/><br>For all discussions on a subject (please specify) <input type="checkbox"/><br>For one year <input type="checkbox"/> Until next election <input type="checkbox"/> |
| Reason for requesting dispensation:  | Lack of quorum otherwise.  |
| Signed: [Signature]  | Date: 3/4/24   |
| Approval / Refusal: This dispensation was considered by Ashwell Parish Council at its meeting on 03 April 2024 and was approved/declined (delete as appropriate) |  |
| Reason for approval / refusal: lack of quorum otherwise.   |  |
| Signed: [Signature]  | Date: 03/04/2024   |

April council 2024

Items 126 and 130.3,1



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Office at Bear Farm, 6a Back Street SG7 5PE (☎ 743706)

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|  |  |
|--|--|
| Name of councillor:  | GRAHAM LEE   |
| Type of interest:  | OTHER  |
| Business under discussion:   | ZERO CARBON ASHWELL PROJECT  |
| Type of dispensation required:   | To speak and vote <input type="checkbox"/><br>To address the meeting before withdrawing <input checked="" type="checkbox"/>  |
| Length of time dispensation required for:  | One meeting only (if so, please specify which one) <input type="checkbox"/><br>For all discussions on a subject (please specify) <input type="checkbox"/><br>For one year <input type="checkbox"/> Until next election <input checked="" type="checkbox"/> |
| Reason for requesting dispensation:  | MEMBER OF ZCA.   |
| Signed: [Redacted]   | Date: 2/4/24   |
| Approval / <del>Refusal</del> : This dispensation was considered by Ashwell Parish Council at its meeting on 03 April 2024 and was approved/ <del>declined</del> (delete as appropriate) |  |
| Reason for approval/ <del>refusal</del> : TO provide information   |  |
| Signed: [Redacted]   | Date: 03/04/2024   |

## Declaration of Acceptance of Office

I, Cllr ..... JOAN YATES ..... having been duly elected  
to ..... the ..... office ..... of ..... Councillor  
of ..... ASHWELL PARISH ..... Council

DECLARE that I take that office upon myself, and will duly and faithfully fulfil  
the duties of it according to the best of my judgment and ability.

I undertake to observe the Code of Conduct which applies to me as Councillor  
of this authority.

Signed

Date



11/7/24

This declaration was made and signed before me,

Signed

Date



11/7/24

Proper Officer of the Council

I give my consent to receive the summons to meetings electronically

Signed

Date



11/7/24

Candidates for co-option must meet the same criteria for qualification as elected members and must not be disqualified.

## Qualifications

To be able to stand as a candidate at a parish council election, or to be co-opted, in England or a community council election in Wales you must:

- be at least 18 years old on the day of your nomination
- be a British citizen, an eligible Commonwealth citizen or a citizen of any other member state of the European Union
- meet at least one of the following four qualifications:

I. You are, and will continue to be, registered as a local government elector for the parish/community in which you wish to stand from the day of your nomination onwards.

II. You have occupied as owner or tenant any land or other premises in the parish/community area during the whole of the 12 months before the day of your nomination and the day of election.

III. Your main or only place of work during the 12 months prior to the day of your nomination and the day of election has been in the parish/community area.

IV. You have lived in the parish/community area or within three miles of it during the whole of the 12 months before the day of your nomination and the day of election.

## Disqualifications

You cannot be a candidate/co-opted if at the time of your nomination and on the day of the election:

I. You are employed by the parish/community council or hold a paid office under the parish/community council (including joint boards or committees).

II. You are the subject of a bankruptcy restrictions order or interim order.

III. You have been sentenced to a term of imprisonment of three months or more (including a suspended sentence), without the option of a fine, during the five years before polling day.

IV. You have been disqualified under the Representation of the People Act 1983 (which covers corrupt or illegal electoral practices and offences relating to donations) or under the Audit Commission Act 1998.

I confirm that I meet all the requirements of qualification and that none of the criteria for disqualification apply to me:

Signed.....

NAME.....

JOAN YATES

Date:.....

11/7/2024

Ashwell Parish Council

**DECLARATION OF ACCEPTANCE OF OFFICE  
OF CHAIRMAN**

I, GRAHAM EVANS LEE  
having been elected to the office of Chairman of the Parish Council for the  
Parish of Ashwell

I HEREBY DECLARE that I take that office upon myself, and will duly and  
faithfully fulfil the duties of it according to the best of my judgement and  
ability.

Date: 17/05/2023

Signed  .....

This declaration was made and subscribed before me,  
Jane Porter, Proper Officer of Ashwell Parish Council

Signed  .....

Ashwell Parish Council

**DECLARATION OF ACCEPTANCE OF OFFICE  
OF VICE-CHAIRMAN**

I, NORTON WILLIAM MAHY  
having been elected to the office of Vice-chairman of the Parish Council for  
the Parish of Ashwell

I HEREBY DECLARE that I take that office upon myself, and will duly and  
faithfully fulfil the duties of it according to the best of my judgement and  
ability.

Date: 17- MAY-2023

Signed ..... 

This declaration was made and subscribed before me,  
Jane Porter, Proper Officer of Ashwell Parish Council

Signed ..... 



## Declaration of Acceptance of Office

I, Cllr ..... MARTIN GEOFFREY HOFFMAN having been duly elected  
to the office of Councillor  
of ..... ASHWELL PARISH COUNCIL ..... Council

DECLARE that I take that office upon myself, and will duly and faithfully fulfil  
the duties of it according to the best of my judgment and ability.

I undertake to observe the Code of Conduct which applies to me as Councillor  
of this authority.

Signed



Date

17/5/23

This declaration was made and signed before me,

Signed



Date

17/05/23

**Proper Officer of the Council**

I give my consent to receive the summons to meetings electronically

Signed



Date

17/5/23

## Declaration of Acceptance of Office

I, Cllr CHRISTOPHER JAMES BUTT having been duly elected  
to the office of Councillor  
of ASHWELL PARISH Council

DECLARE that I take that office upon myself, and will duly and faithfully fulfil  
the duties of it according to the best of my judgment and ability.

I undertake to observe the Code of Conduct which applies to me as Councillor  
of this authority.

Signed



Date

11.5.2023

This declaration was made and signed before me,

Signed



Date

11/05/2023

**Proper Officer of the Council**

I give my consent to receive the summons to meetings electronically

Signed



Date

11.5.2023

## Declaration of Acceptance of Office

I, Cllr ... VINCENT CHARLES STEPHEN HALL having been duly elected  
to the office of Councillor  
of ASHWELL PARISH Council

DECLARE that I take that office upon myself, and will duly and faithfully fulfil  
the duties of it according to the best of my judgment and ability.

I undertake to observe the Code of Conduct which applies to me as Councillor  
of this authority.

Signed

Date

11/05/23

This declaration was made and signed before me,

Signed

Date

11/05/2023

**Proper Officer of the Council**

I give my consent to receive the summons to meetings electronically

Signed

Date

11/05/23

## Declaration of Acceptance of Office

I, Cllr IAN POFFY having been duly elected  
to the office of Councillor  
of ASHWELL PARISH Council

DECLARE that I take that office upon myself, and will duly and faithfully fulfil  
the duties of it according to the best of my judgment and ability.

I undertake to observe the Code of Conduct which applies to me as Councillor  
of this authority.

Signed 

Date

11/5/23

This declaration was made and signed before me,

Signed 

Date

11/5/2023

**Proper Officer of the Council**

I give my consent to receive the summons to meetings electronically

Signed 

Date

11/5/23

## Declaration of Acceptance of Office

I, Cllr NORTON WILLIAM MAHY having been duly elected  
to the office of Councillor  
of ASHWELL PARISH Council

DECLARE that I take that office upon myself, and will duly and faithfully fulfil  
the duties of it according to the best of my judgment and ability.

I undertake to observe the Code of Conduct which applies to me as Councillor  
of this authority.

Signed



Date

11-MAY-2023

This declaration was made and signed before me,

Signed



Date

11/5/23

**Proper Officer of the Council**

I give my consent to receive the summons to meetings electronically

Signed



Date

11-MAY-2023

## Declaration of Acceptance of Office

I, Cllr GRAHAM EVANS LEE having been duly elected  
to the office of Councillor  
of ASHWELL PARISH Council

DECLARE that I take that office upon myself, and will duly and faithfully fulfil  
the duties of it according to the best of my judgment and ability.

I undertake to observe the Code of Conduct which applies to me as Councillor  
of this authority.

Signed



Date

11/05/2023

This declaration was made and signed before me,

Signed



Date

11/5/23

**Proper Officer of the Council**

I give my consent to receive the summons to meetings electronically

Signed



Date

11/05/2023

## Declaration of Acceptance of Office

I, Cllr David Richard Sims having been duly elected  
to the office of Councillor  
of Ashwell Parish Council - Arbury Council

DECLARE that I take that office upon myself, and will duly and faithfully fulfil  
the duties of it according to the best of my judgment and ability.

I undertake to observe the Code of Conduct which applies to me as Councillor  
of this authority.

Signed 

Date

17/5/23

This declaration was made and signed before me,


Signed 

Date

17/5/23

**Proper Officer of the Council**

I give my consent to receive the summons to meetings electronically

Signed 

Date

17/5/23