

**MEMBERS' CODE OF  
CONDUCT  
GENERAL NOTICE OF  
REGISTRABLE INTERESTS**



**The Bovey Tracey Town Council Members' Code of Conduct (2023) can be found in the Council's Constitution.** The current requirements are currently under review by central government (and subsequently locally). Whilst changes may be made over the coming months, pending this all of the Council's members are required to register various interests as explained below.

**Important Notes:**

1. You must register in Appendix A of this Register all **Disclosable Pecuniary interests** ("DPIs") as detailed in [The Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012 \(legislation.gov.uk\)](#) and the appendix to Bovey Tracey Town Council's Members Code of Conduct that belong to:
  - a. You, **and**
  - b. Your spouse or civil partner, or a person with whom you are living as husband or wife or as civil partner provided you are aware that other person has the interest ("**Partner Interests**").
2. You must register in Appendix B of this Register **all your other interests** as required by the Council's Code of Conduct.
3. You must register both DPIs and any other interests within 28 days of whichever is the later of:
  - a. the date that the Council adopts a Code of Conduct
  - b. of your election, appointment or co-option on to the Council.
4. You must register, by writing and telling the Council's Monitoring Officer, of any new interest (or change to any interest already registered) within 28 days of that new interest or change.
5. 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.
6. 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.

7. If you consider disclosure of any of your above interests are sensitive (e.g. disclosure would create a serious risk that you may be subjected to violence or intimidation) please contact the Council's Monitoring Officer to discuss.

**Notice of Interests**

I, HANNAH MILLS-BROWN.....

(insert your full name) being a Member/Co-opted Member of Bovey Tracey Town Council, give notice below of those interests which I am required to declare under the Council's Code of Conduct as outlined above:

Appendix A DISCLOSABLE PECUNIARY INTERESTS	
<p><b>1. Employment, Office, Trade, Profession or Vocation:</b> Please give details of every employment, office, trade, profession or vocation carried on for profit or gain (i.e. profit, salary or benefit in kind) including a short description of the activity e.g. 'Accountant' or 'Farmer' and the name of the company / firm etc this shall include any non-paid directorships.</p>	
<p align="center"><b>My interests</b></p> <p>MAKE SOUTHWEST PROJECTS MANAGER</p>	<p align="center"><b>My Partner's Interests</b></p> <p>THE BELL INN BAR TENDER</p>
<p><b>2. Sponsorship:</b> Please give details of any person or body (other than the Town Council) who has made any payment or provision of any other financial benefit to you in respect of any expenses you have incurred in carrying out your duties as a Town Councillor 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 align="center"><b>My interests</b></p>	<p align="center"><b>My Partner's Interests</b></p>
<p><b>3. Contracts: for Goods, Works or Services with the Council:</b> Please give details of any contracts made between you (or a body in which you have a beneficial interest) and Bovey Tracey Town Council (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.</p>	

My interests	My Partner's Interests
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**4. Land:** Please give the address or other description (sufficient to identify the location) of any land or property in the Town Council's area in which you (alone or jointly with others) have a beneficial interest, indicating whether you are the owner, lessee or tenant, including land in which you may have a licence, alone or with others, to occupy for a period of one month or longer.

NB. You must include the land and house you live in and for example an allotment you rent or use.

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My interests	My Partner's Interests
4 STADDONS VIEW BOVEY TRACEY TQ13 9HW  JOINT OWNER	4 STADDONS VIEW BOVEY TRACEY TQ13 9HW  JOINT OWNER

**5. Corporate Tenancies / land leased from Bovey Tracey Town Council:** Please give the address or other description (sufficient to identify the location) of any tenancy where (to your knowledge) (a) the landlord is Bovey Tracey Town Council; and (b) the tenant is a body in which you have a beneficial interest.

My interests	My Partner's Interests
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**6. Securities: Interests in Companies:** Please give details of any beneficial interest in securities of a body where (a) that body (to your knowledge) has a place of business or land in the Town Council's area 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 you have a beneficial interest exceeds one hundredth of the total issued share capital of that class

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

<b>My interests</b>	<b>My Partner's Interests</b>
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<b>Appendix B</b> <b>OTHER REGISTERED INTERESTS</b>
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<b>7. Membership of Other Bodies</b> Please give details of your membership of, or any position of general control or management, of any bodies in the categories listed below.
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<b>Any body or organisation to which you have been appointed or nominated by the Town Council as its representative</b>	
<b>Any other body exercising functions of a public nature. If you have a position please specify.</b>	
<b>Any body directed to charitable purposes. If you have a position please specify.</b>	
<b>Any body whose principal purpose is to influence public opinion or policy (including any political party or trade union). If you have a position please specify.</b>	

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**8. Gifts and hospitality**

Please give details of any gifts or hospitality as below

Individual gifts or hospitality worth more than an estimated value of £50 which you have received by virtue of your office

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**DECLARATION**

I recognise that if I fail to comply with Bovey Tracey Town Council 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 the information in this notice or new interests I acquire (or those of which I am aware belonging to my partner or spouse in relation to Disclosable Pecuniary Interests)

that may be a criminal offence and/or the matter may be referred to the Council's Standards Committee for investigation.

Signed : \_\_\_\_\_

**FOR OFFICE USE ONLY**

Received: .....

Update .....

