

The Clerk to Bishopthorpe Parish Council  
Mrs C Godfrey  
3 Appleton Court  
Bishopthorpe  
YORK  
YO23 2RY

17<sup>th</sup> August 2007

Dear Mrs Godfrey

**Re: City of York Standards Committee Meeting, Friday 10 August 2007**

As you are no doubt aware, the City of York Council's Standards Committee met on 10 August 2007. On the Agenda at that meeting was an application for dispensation submitted by ten Bishopthorpe Parish Councillors in respect of their participation in the St Andrew's Reading Room Charity.

I understand that Councillor Livesley was due to attend the meeting to answer any questions regarding the application that members of the Standards Committee may wish to ask. Unfortunately, Councillor Livesley was unwell and unable to attend.

The Standards Committee felt that in the absence of any applicant, they were in some difficulty in satisfying themselves that it was in the public interest to grant the dispensation as suggested by the advice from the Standards Board for England. They therefore agreed to defer this matter to the next meeting of the Standards Committee on 28 September 2007.

In the interim however, they felt it would be helpful to have some further information available to the Committee in advance of the next meeting. They have therefore asked me to forward the following questions to you in the hope that you can provide the information and it can be circulated to members of the Committee.

1. What are the quorate requirements for both the Parish Council and the Charity?
2. What are the minimum number of Trustees required by the Charity?
3. Is it permissible to nominate non-parish Councillors as Trustees for the Charity?
4. Are there any other prejudicial interests arising out of membership of both bodies or is the interest simply due to participation in both the Parish Council and the Trust.

## ANNEX 2

5. Specifically, are any members of the Parish Councillors family or close friends employed or benefiting significantly from the Charity?
6. Has advice been sought from the Charities Commission regarding this issue?
7. Is it possible to have sight of any Trust documents?

I have been asked to stress to you that the above information is requested in an attempt to enable the Standards Committee to understand the nature of the interest and to clarify whether it is in the public interest to give this dispensation to enable the Charitable Trust to continue with the participation of these Parish Councillors.

I look forward to hearing from you.

Yours sincerely

Suzan C Hemingway  
Head of Civic, Legal & Democratic Services

CC. Cllr. Brian Mellors, 44 Sim Balk Lane, Bishopthorpe, York, YO23 2QQ