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| MEETING | STANDARDS COMMITTEE |
| DATE | 28 SEPTEMBER 2007 |
| PRESENT | COUNCILLORS BAINTON (INDEPENDENT MEMBER, IN THE CHAIR), KIRK, HORTON (VICE-CHAIR) AND CRAWFORD (PARISH COUNCIL MEMBER) |
| APOLOGIES | COUNCILLORS HUDSON AND LEAMAN |

8. DECLARATIONS OF INTEREST

Members were invited to declare any personal or prejudicial interests they had in the business on the agenda. No interests were declared.

9. MINUTES

RESOLVED: That the minutes of the meeting of 10 August 2007 be approved and signed as a correct record.

10. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak under the Council's public participation scheme.

11. APPLICATIONS FOR DISPENSATION BY BISHOPTHORPE PARISH COUNCIL

Members considered a report that set out details of applications for dispensations received by Councillors Bruce, Jamison, Dale, Livesley, Dunn, Mellors, Green, Thornton, Harrison and Watkins of Bishopthorpe Parish Council in respect of their participation in the St Andrew's Reading Room Charity.

Members discussed the letter which the Head of Civic, Legal and Democratic Services had written to Bishopthorpe Parish Council. Bishopthorpe Parish Council gave the following answers to Members' questions:

- **Q:** What are the quorate requirements for both the Parish Council and the Charity? **A:** Four
- **Q:** What are the minimum number of Trustees required by the Charity? **A:** Ten
- **Q:** Is it permissible to nominate non-parish Councillors as Trustees for the Charity? **A:** No
- **Q:** 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? **A:** Interest is due to participation in both the Parish Council, Trust and Code of Conduct.

- **Q:** Specifically, are any members of the Parish Councillors family or close friends employed or benefiting significantly from the Charity? **A:** No
- **Q:** Has advice been sought from the Charities Commission regarding this issue? **A:** No from the Code of Conduct.
- **Q:** Is it possible to have sight of any Trust documents? **A:** Yes

Members considered the responses and agreed to approve the grant of a dispensation for four years.

RESOLVED: That the dispensation to permit those named members of Bishopthorpe Parish Council to speak and vote on matters relating to the St Andrew's Reading Room Charity be granted for four years from the date of this meeting.

REASON: To ensure that the decisions of Bishopthorpe Parish Council are in accordance with the provisions of the Local Government Act 2000.

12. REVIEW OF WORKPLAN

Members considered a workplan for 2007/2008. The amended workplan is attached to these minutes.

13. REGISTER OF INTEREST FOR STANDARDS COMMITTEE

Members were reminded to complete their registration of interest forms.

RESOLVED: That the Parish Councillor be sent the forms to complete.

REASON: To ensure that all Members complete their registration of interest forms.

14. PRESENTATION ON THE STANDARDS BOARD CODE OF CONDUCT

Members received a presentation on the Standards Board Code of Conduct. It illustrated the prejudicial, personal and predetermination changes and highlighted causes of bullying and issuing of confidential papers.

RESOLVED: That Members be provided with copies of the Code of Conduct pocket guide.

REASON: To ensure Members are up to date on the Standards Board Code of Conduct.

C BAINTON

Independent Member, In the Chair

[The meeting started at 3.00 pm and finished at 3.50 pm.]

2007/2008 Workplan for Standards Committee

Ongoing Activities

Cases referred for investigation or determination
 Database of Standards Committee topics
 Standards Board Guidance
 Parish Council Issues
 Member and Officer Training

Programme of New Work

| <u>Programme of New Work</u> | <u>Meeting Date</u> | <u>Communication / Strategic Activity</u> |
|---|---------------------|---|
| Confidentiality and Transparency – Conclusions of the Executive on the report of the Scrutiny Panel | 26 January 2007 | Report gone to Executive and all recommendations approved. The two matters referred to SMC have been completed. |
| Amendments to the Members' Code of Conduct | 26 January 2007 | An informal meeting to be held before the introduction of the code. |
| Advice to Elected Members re activities during the purdah period | 26 January 2007 | Completed |
| Presentation on new Committee Management System | June 2007 | Completed |
| Annual Report | 23 March 2007 | At the meeting of 14 March 2008. |
| Report of the Committee on Standards in Public Life | TBA | Completed. |
| Parish Councils – Good Practice at Meetings | May 2007 | To be put on hold depending upon the complaints that come in. Remove from workplan. |

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| Review of the Complaints Procedure | June 2007 | Completed |
| Employee Code of Conduct – Member/Officer training. | 2006/07 | Completed |
| Applications to the Standards Committee for a Dispensation by Members of Bishopthorpe Parish Council | June 2007 | Completed |
| Member Officer Relations Protocol | 28 September 2007 | |
| Preparation for Local Determination | 9 November 2007 | |

Programme of New Work

| | <u>Meeting Date</u> | <u>Communication / Strategic Activity</u> |
|--|---|--|
| Full Ethical Audit | 2006/07 | Yes As per earlier item. |
| Comprehensive Performance Assessment (CPA) – contribution of Standards Committee | The November 2007 meeting at the latest | |
| Assessment of the impact of the White Paper on Standards Committee | 9 November 2007 | |
| Ethical Governance Audit Report action plan | 9 November 2007 | |
| Article in News and Jobs (to be done when Ethical Audit results are out) | 2007 | |