



## Keresley Parish Council

### Keresley Parish Council Member Declaration of Interests

I, Ms Najla Omar of Keresley Parish Council, hereby declare the following pecuniary interests defined by regulations made under section 30(3) of the Localism Act 2011 and described in below.

Subject	Description
Employment, office, trade, profession or vocation	Director Cov Couriers Ltd
Sponsorship	N/A
Contracts	Email: <a href="mailto:cilrnomar@keresley-pc.gov.uk">cilrnomar@keresley-pc.gov.uk</a>
Beneficial interest in land	N/A
Licences to occupy land	N/A
Corporate tenancies	N/A
Securities	N/A



## DECLARATION

Please read this declaration carefully and then sign and date it.

I give notice that I have set out above, under the appropriate headings, my pecuniary interests which I am required to register under the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and the Member Code of Conduct adopted by Keresley Parish Council. I have indicated appropriately where I have no such interests under any such headings.

I understand that, under Section 31 of the Localism Act 2011, if I am aware that I have a disclosable pecuniary interest in any matter to be considered or being considered at a meeting of the Council, which is not entered in the register or the subject of a pending notification, I must notify the Parish Clerk and Coventry City Council Monitoring Officer of that interest within 28 days of the date of the meeting.

I further understand that, under Section 34 of the Localism Act 2011, I may commit a criminal offence and, on conviction, be liable to a maximum fine of £5,000 and to disqualification as a member for up to 5 years if: without reasonable excuse, I fail to comply with an obligation to:

- notify the Clerk and Monitoring Officer of any disclosable pecuniary interests which I have within 28 days of becoming a member or co-opted member of the Council;
- or disclose a disclosable pecuniary interest to a meeting of the Council whereto my knowledge I have such an interest in a matter being considered at the meeting and where the interest has not been entered onto the register of interests;
- or notify the Clerk and Monitoring Officer of a disclosable pecuniary interest within 28 days of the date of a disclosure at a meeting as set out in above unless the interest is the subject of a pending notification;
- or notify the Monitoring Officer of a disclosable pecuniary interest within 28 days of becoming aware that I have such an interest in any matter which is to be dealt with by me in the course of my discharging any function of the Council as a member acting alone, unless the interest is the subject of a pending notification;
- or without reasonable excuse: I participate in any discussion or further discussion or vote or further at a meeting in connection with a matter in which I have a disclosable pecuniary interest or I take any steps in connection with a matter in which I have a disclosable pecuniary interest when discharging a function of the Council as a member acting alone, except for the purpose of enabling the matter to be dealt with otherwise than by me;
- or I knowingly provide information which is false or misleading or am reckless as to whether the information is true or not misleading in connection with my obligations above.

Signature: \_\_\_\_\_

Date: 27 / 09 / 2023

### GUIDANCE NOTES

- (1) This form of notice is intended to help you with your responsibilities under the requirements of relevant legislation. It gives guidance to elected and co-opted members on when their interests, and those of their spouse or civil partner (or person with whom they are living as such) are disclosable pecuniary interests for the purposes of the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. It also sets out the actions you must take if you are aware that you have a Disclosable Pecuniary interest in a matter being considered at a meeting of the Council, which has not been previously entered onto the register of interests.

This form of notice also summarises when you need to declare interests at Council meetings, when you will need to take no part in the discussion of or voting on an item in which you have an interest and when you need to leave the meeting room. Further guidance can be found in the Member Code of Conduct.

#### Completing the Form

- (2) Please look through the form very carefully and read the notes of explanation for each section before starting to fill it in. The Regulations, which describe the disclosable pecuniary interests that must be registered, also provide definitions for some of the terms used in the Regulations. These definitions are included in each section of the Form, as appropriate. Members are advised to read these very carefully before completing each section of the form and to seek advice if they are unsure about whether they have a disclosable pecuniary interest.

If you need any help at all, please do not hesitate to contact **Julie Newman**, the City Council's Monitoring Officer, on 024 7697 2707.

- (3) If you have no interests requiring declaration under any particular heading on the form, please put "none" in the relevant box.

**REMEMBER:** please complete all of the form and **SIGN** it before returning it. When you have completed and signed the form, please return it to: James Hughes (Clerk & RFO)

It will then be published on the Council's website for public viewing, and available for Public Inspection at the Council House without charge at all reasonable hours.

- (4) Once your register has been published online you will be sent a link so and you should keep your register under regular review to make sure that the relevant information is up to date and accurate. You will be able amend your register online.
- (5) The notice must be completed by and returned within 28 days of your election or appointment to office. The notice will continue to have effect so long as you continue to be a member of the Council. On re-election or re-appointment you are only required to notify of any new interests or changes to your existing interests.

However, you are also required under the Localism Act to notify the Monitoring Officer of any disclosable pecuniary interest that you have, to your knowledge, in any matter being considered at a meeting of the Council if that interest is not already registered or the subject of a pending registration. You must do this within 28 days of the date of the meeting. There are also rules about declaring these unregistered disclosable pecuniary interests at the meeting. These rules can be found in the Member Code of Conduct.

#### Interests of your spouse or civil partner

- (6) As well as your own interests, you are required to declare the interests of your spouse or civil partner (or person with whom you are living as such) **of which you are aware** in **all** categories of Disclosable Pecuniary Interests on the notice with the exception of "Sponsorship". For the purposes of the register, an interest of your spouse or civil partner, which is listed in the national rules, is **your** disclosable pecuniary interest. There is no requirement to differentiate your disclosable pecuniary interests between those which relate to you personally and those that relate to your spouse or civil partner. Your spouse's or civil partner's name does not need to appear on the register.

#### **Membership of certain bodies and organisations**

- (7) The Council requires members to enter details of membership of certain bodies and organisations on their register of interests. These interests are **not** disclosable pecuniary interests as defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. As a result, you would not **normally** have to declare your membership of these organisations at meetings where a matter affecting the organisation is to be discussed nor would you be prevented from discussing or voting on the matter **PROVIDED THAT** your interest was already entered on the register. However, if your membership would fall within the definition of an "other relevant interest" set out in the Member Code of Conduct, you may need to declare the interest at the meeting, not take part in any discussion or voting and leave the meeting room. Guidance can be found on this point in the Member Code of Conduct and you can seek further advice from the Monitoring Officer.

There is no requirement for you to register your spouse's or civil partner's membership of any of these organisations. All of the other interests required to be registered in this form are disclosable pecuniary interests.

#### **Sensitive Interests**

- (8) Sometimes a member may have an interest that he or she would prefer not to make public because to do so might result in the member or someone connected with the member being subject to violence or intimidation. If you believe that this is the case in connection with any interest that you have, (whether a Disclosable Pecuniary Interest or not), you should contact the Monitoring Officer and inform them of your concerns. If they agree with you, you may be able to withhold details of the interest from public disclosure.

#### **Data Protection Act 2018**

The data controller is Keresley Parish Council and Coventry City Council

The information provided on this form will be used only in connection with the purpose(s) of your responsibilities under Sections 30 to 32 of the Localism Act and your information will be kept in a register, which is open to public inspection and will be available online on the Council's website.