



## DECLARATION OF ACCEPTANCE OF OFFICE

I, (1) ..... CAROLINE ANN COYLE - FOX  
having been elected to the office of (2) ..... PARISH COUNCIL  
of (3) ..... SKELLINGTHORPE

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.

Signed ..... CA Coyle ACO

Date ..... 30/01/2020

Proper Officer of the Council ..... [Signature]

- (1) Insert the name of the person making the declaration
- (2) Insert 'Members' or 'Chairman' as appropriate
- (3) Insert the name of the authority of which the person making the declaration is a Member or Chairman.
- (4) Where the declaration is made before another person authorised by Section 83(3) of the Local Government Act 1972, state instead the capacity in which that person takes the declaration (a).
  - (a) Under section 83(3) of the Local Government Act 1972, a declaration for Members or elected Mayors of a county, district or London Borough Council shall be made before two Members of the Council, its elected Mayor, its proper officer, a justice of the peace or magistrate in the United Kingdom, the Channel Isles or the Isle of Man, or a Commissioner appointed to administer oaths in the Supreme Court. A declaration for Members of parish councils shall be made before a Member or the Proper Officer of the Council.

**This declaration must be made within two months of election for North Kesteven District Councillors or, in the case of parish councillors, in accordance with section 83(4) of the 1972 Act:-**

- (4) A person elected to the office of chairman of a parish or community council or parish or community councillor shall—
  - (a) in the case of the chairman, at the meeting at which he is elected;
  - (b) in the case of a councillor, before or at the first meeting of the parish or community council after his election; or
  - (c) in either case if the council at that meeting so permit, before or at a later meeting fixed by the council; make in the presence of a member of the council or of the proper officer of the council and deliver to the council a declaration of acceptance of office in a form prescribed by an order made by the Secretary of State, and if he fails to do so his office shall thereupon become vacant.

Please retain one copy and send the other to the Monitoring Officer c/o Electoral Services

Date copy of notice sent to Electoral Services ..... 30.1.2020

**For North Kesteven District Council use only:**

Date received: ..... By: .....

## Members' and Co-opted Members' Disclosable Pecuniary and Other Interests

**Note** - Throughout this document the "authority or authority's area" refers to the whole of the area covered by the Parish / Town Council, rather than the ward the Member represents.

### Declaration:

I, [please print full name].....CAROLINE ANN COYLE - FOX,

a Member of .....SKELLINGTHORPE.....Parish / ~~Town~~ Council,

give notice that I have set out my interests below in the appropriate areas, and have put '**NONE**' where I have no such interest in any area.

### **I understand and acknowledge the following:-**

1. I must complete, sign and return this notice within 28 days of the Authority's Local Code of Conduct being adopted or within 28 days of my election or appointment to office.  
I understand that I must register my disclosable pecuniary interests and Local Choice disclosable non-pecuniary interests by providing written notification to the Monitoring Officer of the details required as set out in this form.
2. If my circumstances change I must, within 28 days of becoming aware of any changes to the interests specified above, provide written notification to the Monitoring Officer of that change.  
I understand that I should do this by making the necessary amendments to this form as soon as possible. I understand that in order to do this, I will be required to *amend, initial and mark* e.g. 1\* the changes against the appropriate section then and *sign and date* the form on the *last page*.
3. Part 1 of this form contains disclosable pecuniary interests as prescribed by The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012; whereas Part 2 contains *non-pecuniary* interests which the Council has decided is appropriate for me to register.
4. Disclosable pecuniary interests include not only my interests but also the interests of my spouse or civil partner, a person with whom I am living as husband or wife or a person with whom I am living as if they were a civil partner, so far as I am aware of the interests of that person.
5. The Localism Act 2011 created specific criminal offences in relation to the disclosure of pecuniary interests (Part 1 of this form). I understand it is a criminal offence to :-
  - i. to fail to register a Disclosable Pecuniary Interest (DPI) I am aware of within 28 days of my election or re-election;
  - ii. to take part in the debate or vote at any meeting where I have a registered or unregistered DPI;
  - iii. to fail to declare at a meeting and/or to take part in the debate or vote, if I am aware I have a DPI which is not yet registered or notified to the Monitoring Officer;
  - iv. if I have declared an unregistered DPI at a meeting, to fail to register that within 28 days of that declaration;

- v. to provide false or misleading information in relation to any registration or to be reckless as to its accuracy;
- vi. to take any steps or further action on a matter in which I have a DPI other than referring it elsewhere;

in each case without reasonable excuse, and I recognise any such failure is a direct contravention of the Localism Act 2011 and a criminal offence; and may be investigated by the police and referred to the Director of Public Prosecutions. I understand that **upon conviction a person may be fined up to a maximum of £5,000 and/or disqualified for a period of up to 5 years from being or becoming (by election or otherwise) a Member or co-opted Member of any other relevant authority.**

- 6. If I feel I have an interest which, if disclosed on a public register, could lead to myself or a person connected to me being subject to violence or intimidation, then I must disclose this as a sensitive interest to the Monitoring Officer and need not declare on this form.

**I recognise that I have a legal duty to complete this form and that I must not:**

- 1. Omit any information ought to be given in this notice;
- 2. Provide information that is materially false or misleading;
- 3. Fail to update this information as my circumstances change.

Member's Signature	C. A. [Signature]
Date	30/01/2020
Monitoring Officer's Signature	
Date	

Amendment(s)	Marked 1*	Date
Members Signature		
Monitoring Officer's Signature		
Amendment(s)	Marked 2*	Date
Members Signature		
Monitoring Officer's Signature		
Amendment(s)	Marked 3*	Date
Members Signature		
Monitoring Officer's Signature		

***Please retain one copy for your own records, one copy to your Parish/Town Council clerk and send the original to Democratic Services.***

### 1. Disclosable Pecuniary Interests

Please answer all parts of this form. You must enter information in every box. If you do not have an interest in a particular question please put "None". All of your interests must be properly recorded in the appropriate areas.

Please provide details of :-

<p>Disclosable pecuniary interests</p>	<p>Which relates to you, your spouse or civil partner, a person with whom you are living with as husband or wife, or a person with whom you are living as if they were a civil partner</p>
<p>a) Employment, office, trade, profession or vocation</p> <p>Any employment, office, trade, profession or vocation carried on for profit or gain.</p>	<p><i>Retired</i></p>
<p>b) Sponsorship</p> <p>Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses.</p>	<p><i>N/A</i></p>
<p>c) Contracts</p> <p>Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority—</p> <p>i. under which goods or services are to be provided or works are to be executed; and</p> <p>ii. which has not been fully discharged.</p>	<p><i>N/A</i></p>

## 2. Local Choice Disclosable Non-Pecuniary Interests

Please answer all parts of this form. You must enter information in every box. If you do not have an interest in a particular question please put "None". All of your interests must be properly recorded in the appropriate areas.

Please provide details of your membership of, or your occupation of a position of general control or management in any: -

Disclosable non-pecuniary interests	Which relates to you, your spouse or civil partner, a person with whom you are living with as husband or wife, or a person with whom you are living as if they were a civil partner
<p>a) Bodies to which you have been appointed or nominated by the authority as its representative</p> <p><i>Example: Any outside organisation that you have been appointed to by full Council e.g. Internal Drainage Board/Management Committees etc</i></p>	<p>Stellingthorpe Parish Council</p>
<p>b) Public authorities or bodies exercising functions of a public nature</p> <p><i>Example: Parish Council, Primary Care Trust, Police Authority</i></p>	<p>N/A</p>
<p>c) Bodies one of whose principal purposes include the influence of public opinion or policy</p> <p><i>Example: Political Party, Single Interest Action Groups, National Trust, Friends of the Earth</i></p>	<p>Volunteer City of Lincoln Council. Vice chair LTP (Lincoln Tenants Panel). CHAIR A+T (Allocation &amp; Tenancy).</p>



<p>d) Land</p> <p>Any beneficial interest in land which is within the area of the relevant authority.</p>	<p>N/A</p>
<p>e) Licences</p> <p>Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.</p>	<p>N/A</p>
<p>f) Corporate tenancies</p> <p>Any tenancy where (to your knowledge)—</p> <ul style="list-style-type: none"><li>i. the landlord is the relevant authority; and</li><li>ii. the tenant is a body in which the relevant person has a beneficial interest.</li></ul>	<p>N/A.</p>

<p>g) Securities</p> <p>Any beneficial interest in securities of a body where—</p> <ul style="list-style-type: none"><li>i. that body (to your knowledge) has a place of business or land in the area of the relevant authority; and</li><li>ii. either—<ul style="list-style-type: none"><li>a. the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or</li><li>b. 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 the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</li></ul></li></ul>	<p>N/A</p>
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