

Burton-in-Kendal Parish Council

Councillor Code of Conduct (2026 Edition)

Based on the Westmorland & Furness Council Code of Conduct (2023), the Local Government Association Model Code of Conduct (2020, reviewed 2023), and NALC/CALC guidance for parish councils.

1. Introduction

This Code of Conduct sets out the standards of behaviour expected of councillors when acting in their official capacity. It aims to promote public confidence, support good governance, and ensure that councillors act with integrity, openness and accountability.

This Code applies whenever a councillor is acting, claiming to act, or giving the impression of acting in their role as a member of Hutton Roof Parish Council.

2. Purpose of the Code

The purpose of this Code is to:

Promote and maintain high standards of conduct.

Provide clarity on expected behaviour.

Protect councillors, the public, and the reputation of local government.

Support councillors in modelling positive leadership.

Ensure compliance with statutory requirements, including the Localism Act 2011.

3. General Principles of Conduct

Councillors must have regard to the following principles:

Selflessness.

Integrity.

Objectivity.

Accountability.

Openness.

Honesty.

Leadership.

These principles underpin the obligations set out in this Code.

4. Respect

Councillors must treat others with respect. This includes members of the public, fellow councillors, officers of Westmorland & Furness Council, and volunteers.

Councillors must not engage in personal attacks, rude or offensive behaviour, or behaviour that undermines public confidence.

5. Bullying, Harassment and Discrimination

Councillors must not bully, harass or unlawfully discriminate against any person.

Bullying includes offensive, intimidating, malicious or insulting behaviour.

Harassment includes unwanted conduct that violates a person's dignity or creates an intimidating, hostile or offensive environment.

Discrimination includes unfair treatment based on protected characteristics under the Equality Act 2010.

6. Impartiality of Officers

Councillors must not compromise, or attempt to compromise, the impartiality of officers of Westmorland & Furness Council or any person working on behalf of the Parish Council.

7. Confidentiality and Access to Information

Councillors must not disclose confidential information unless authorised or required by law.

Councillors must not misuse information gained through their role for personal advantage or the advantage of others.

Councillors must not prevent others from accessing information they are entitled to by law.

8. Disrepute

Councillors must not bring their role or the Parish Council into disrepute.

Councillors should be aware that their behaviour, even outside meetings, may affect public confidence.

9. Use of Position

Councillors must not use, or attempt to use, their position improperly to gain an advantage or disadvantage for themselves or others.

10. Use of Council Resources

Councillors must not misuse Parish Council resources.

Resources must only be used in accordance with Council requirements and must not be used for political or personal purposes.

11. Complying with the Code

Councillors must undertake Code of Conduct training when required.

Councillors must cooperate with any investigation into alleged breaches of this Code.

Councillors must not intimidate or attempt to influence any person involved in an investigation.

Councillors must comply with any sanctions imposed following a finding of breach.

12. Interests

Councillors must register and disclose interests in accordance with the Localism Act 2011.

Disclosable Pecuniary Interests must be registered within 28 days of election or re-election.

Councillors must keep their register of interests up to date.

13. Participation in Meetings

Where a matter relates to a Disclosable Pecuniary Interest, the councillor must not participate, must not vote, and must leave the room unless a dispensation has been granted.

Where a matter relates to an Other Registrable Interest, the councillor must consider whether a reasonable person would believe the interest may influence their view. If so, they must not participate or vote.

14. Gifts and Hospitality

Councillors must not accept gifts or hospitality that could give rise to a perception of influence.

Any gift or hospitality with an estimated value of £50 or more must be registered within 28 days.

15. Seven Principles of Public Life

The Seven Principles of Public Life (Nolan Principles) form Appendix A to this Code.

16. Register of Interests

Tables of Disclosable Pecuniary Interests and Other Registrable Interests form Appendix B to this Code.

17. Review

This Code of Conduct shall be reviewed annually at the Annual Meeting of the Council.

This Code of Conduct was adopted by resolution of Burton-in-Kendal Parish Council at its meeting held on:

Date: _____

Signed (Chairman): _____

Signed (Clerk): _____