

**LYONSHALL PARISH COUNCIL  
COUNCILLOR DISPENSATION POLICY**

**1. Responsibility for Dispensation**

Under the Localism Act 2011, Lyonshall Parish Council (LPC) has responsibility for granting dispensation to Councillors who have a Disclosable Pecuniary Interest (DPI).

**2. Reasons for Dispensation**

Lyonshall Parish Council may grant a dispensation if it considers it appropriate to do so.

**3. Application**

The request for a dispensation must be made in writing to the clerk (see a suitable form below).

**4. Process for Deciding on Dispensation**

All members of the Council present at the meeting, including the member making the application, will discuss and vote on the issue of whether that member should be granted a dispensation in relation to a particular matter in which that member has a disclosable pecuniary interest. If granted, such dispensation will enable the councillor concerned to participate in the discussion and any vote concerning the particular matter.

**5. Time Period**

A dispensation granted must specify the period for which it has effect, and that period may not exceed four years.

**6. Standing Orders**

LPC's standing order No 7c has been amended to bring it into line with the above policy. The words, "*unless they have been granted prior dispensation by Lyonshall Parish Council*", have been added to the end of Clause 7c of the Standing Orders.

**Dispensation Form:-**

I, (*Name & Signature of Councillor*), \_\_\_\_\_

request dispensation from clause 31 (4) – in other words I wish to take part in the discussions and decisions - concerning

(*Agenda Item*\_\_\_\_\_, *Meeting date* \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_, *or description of topic*).

\_\_\_\_\_

I would like this dispensation to last for (*specify period of time*). \_\_\_\_\_

Date of Request \_\_\_\_\_

**Dispensation Decision** Minute Number \_\_\_\_\_

Agreed/Not agreed (delete as necessary) at meeting on \_\_\_\_\_(date)