

**REGISTER OF COUNCILLORS' INTERESTS**  
Hermitage Parish Council Code of Conduct adopted 16<sup>th</sup> May 2023

*Vanessa  
Bmes*

**The Localism Act 2011**  
**The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**

Members' attention is drawn to the following notes:

1. Hermitage Parish Council's Code of Conduct provides for registration and disclosure of pecuniary interests and interests other than pecuniary interests. This form gives general guidance on those interests that need to be disclosed if you need advice or assistance please speak to the Clerk. Continuation sheets should be used where needed and clearly marked.
2. Where you consider that information relating to any of your interests is a 'Sensitive Interest', please could you seek the assistance of the Clerk before you complete and return this Form.
3. A 'Sensitive Interest' is an interest which could create or is likely to create a serious risk that you or a person connected with you may be subjected to violence or intimidation.
4. Where the interest is no longer a 'Sensitive Interest' you must notify the Clerk within 28 days of that change.
5. Reference to Councillor is taken to include an elected or co-opted member to the Parish Council.
6. West Berkshire Council's Monitoring Officer is required to ensure that a copy of the Parish Council's Register of Members Interests is both available for inspection and also that the Register is published on either its or West Berkshire Council's website.

**Sarah Clarke**  
**Monitoring Officer**  
**West Berkshire Council**  
**Council Offices**  
**Market Street**  
**Newbury**  
**RG14 5LD**

# Declaration of Interests Form

I, MANESSA BURGESS

a Member of Hermitage Parish Council (the 'Council') declare that I have set out below under the appropriate headings the interests that I am required to disclose including those of my spouse/civil partner (or person with whom I am living as such) of which I am aware. These include any disclosable pecuniary interests under sections 29 to 31 of the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. I have put 'none' where there are no such interests under any heading.

## 1. Employment, Office, Trade, Profession or Vocation

Please disclose any employment, office, trade, profession or vocation carried on for profit or gain, including the name of any person or body who employs or has appointed you, or as far as you are aware, your spouse/civil partner, or person with whom you are living as such:

Member:  
JONES ROBINSON ESTATE AGENTS (NEWBURY)  
HEAD OF TENANCY PROGRESSION

Spouse/Civil Partner etc

SKY -

## 2. Sponsorship

Please declare any payment or provision of any other financial benefit (other than from the Parish Council) made or provided within the last 12 months in respect of expenses incurred by you in carrying out your duties as a Councillor, or towards your election expenses or, as far as you are aware, your spouse/civil partner, or person with whom you are living as such:

*Note - This includes any payment or financial benefit from a trade union*

Member: NIA

Spouse/Civil Partner etc

NIA

## 3. Securities

Please detail any beneficial interest in securities of a body which, has to your knowledge, a place of business or land in the parish of Hermitage and either the total nominal value of the

securities exceeds £25,000 or one hundredth of the total issued share capital, or one hundredth of the total issued share capital of any class of shares issued or, as far as you are aware, your spouse/civil partner, or person with whom you are living as such:

Member: NIA  
.....  
.....  
.....

Spouse/Civil Partner etc  
NIA  
.....  
.....

**4. Contracts**

Please detail any current un-discharged contract made between you, or a body in which you have a beneficial interest, and the Parish Council under which goods or services are to be provided or works are to be executed or, as far as you are aware, your spouse/civil partner, or person with whom you are living as such:

Member: NIA  
.....  
.....  
.....

Spouse/Civil Partner etc  
NIA  
.....  
.....

**5. Land, Licences and Corporate Tenancies**

**a. Land**

You should detail any beneficial interest in land with the Parish (excluding any easement, or right in or over land which does not carry the right to occupy or receive income) or, as far as you are aware, your spouse/civil partner, or person with whom you are living as such:

Member: NIA  
.....  
.....  
.....

Spouse/Civil Partner etc  
NIA  
.....

b. Licences

You should detail any licence (alone or jointly with others) to occupy land in the Parish for a month or longer, or as far as you are aware, your spouse/civil partner, or person with whom you are living as such:

Member:

N/A

Spouse/Civil Partner etc

N/A

c. Corporate Tenancies

Please detail any tenancy where to your knowledge, the Parish Council is the landlord and the tenant is a body in which you have a beneficial interest or as far as you are aware, your spouse/civil partner, or person with whom you are living as such:

Member:

N/A

Spouse/Civil Partner etc

N/A

6. Membership of other bodies

a. Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by the Parish Council.

N/A

b. Any body exercising functions of a public nature of which you are a member or in a position of general control or management.

N/A

- c. Any body directed to charitable purposes of which you are a member or in a position of general control or management.

N/A

- d. Any body one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

N/A

**7. Disclosure of Gifts and Hospitality**

- a. You must reveal the name of any person from whom you have received a gift or hospitality with an estimated value of at least £10 which you have received in your capacity as a member of the Parish Council.

Date of receipt of Gift/Hospitality	Name of Donor	Reason and Nature of Gift/Hospitality
N/A	N/A	N/A

*You are reminded that you must update the register within 28 days of receiving any further gift or hospitality with an estimated value of at least £10 by completing a continuation sheet which may be obtained from the Democratic and Electoral Services Manager.*

**8. Changes to Register of Interests**


- a. I understand that I must, within 28 days of becoming aware of any new or change in the above interests, including any change in relation to a sensitive interest, provide written notification to the Council's Monitoring Officer.
- b. I confirm that I understand and accept that that it is a breach of the Parish Council's Code of Conduct to:

- (1) omit information that ought to be given in this Form;
- (2) provide information that is materially false or misleading;
- (3) fail to give further notices in order to:
  - bring up to date information given in this Form;
  - declare an interest that I acquired after the date of this Form and have to declare

and that any breach of the Code of Conduct can be referred to West Berkshire Council 's Monitoring Officer for action.

c. I understand that failure (without reasonable excuse) to register or disclose any disclosable pecuniary interest in accordance with section 30(1) or 31(2), (3) or (7) of the Localism Act 2011, or participating in any discussion or vote in contravention of section 31(4) of the Localism Act 2011, or taking any steps in contravention of section 31(8) of the Localism Act 2011 is a criminal offence and risks a fine not exceeding level 5 on the standard scale (currently £5,000) or disqualification as a member for a period not exceeding 5 years.

Councillor.....VANESSA BURGESS.....( print name)

Signed:..  .....Date: 20/03/2024.....

**Received by Monitoring Officer, West Berkshire Council**

Signed:.....Date: .....