

Knarsdale With Kirkhaugh Parish Council Constitution

Knarsdale With Kirkhaugh Parish Council - referred to as the Council,

- The Council adhere to the requirements of the law.
- The Council may do only what the law requires.
- The Council cannot do anything unless permitted by legislation.

The Council is an elected body in the first tier of local government.

The Council has seven (7) elected Councillors.

Annually, usually in May, the Council appoint a Chair and Vice Chair. Also appoint Councillors to represent the Council, as appropriate, on other committees, sub groups etc.

The Council hold a minimum number of four meetings per year, one of which must be the Annual Meeting of the Council. Three Councillors must be in attendance for a meeting to be quorate.

The Council appoint a responsible financial officer (RFO) to manage the Council's financial affairs; the RFO is the Clerk. The Council appoint an independent and competent internal auditor.

The Council must comply with its obligations under the Freedom of Information Act 2000, the Data Protection Act 1998, the Equality Act 2010, employment law and subsequent legislation as required.

The Councillors must sign a formal declaration of acceptance of Office.

Adopt the relevant Code of Conduct.

They have a responsibility to:

- Attend meetings
- Ensure, with other councillors, that the Council is properly managed.
- Declare interests - pecuniary interest (business or financial interests) or non-pecuniary interests (usually personal or other interests).
- Represent the whole parish, not just those who elected them.
- Take part in voting and respect decisions made by the majority of those present and voting.