Application for Dispensation

Councillors with an interest as defined in the *LGA Model Councillor Code of Conduct* in a matter being considered in a council meeting must not participate in that item unless they have been granted a dispensation by the Council.

Under s.33, Localism Act 2011, a parish or town councillor with a Disclosable Pecuniary Interest may be granted a dispensation where the Council considers that one or more of the following circumstances applies:-

a. The number of persons prohibited from participating in the business is so great a proportion of the Council as to impede the transaction of the business.

b. Granting the dispensation is in the interests of persons living in the authority's area.

c. It is otherwise appropriate to grant a dispensation

A dispensation can be to take part in discussion in the matter at a meeting, or to take part and vote. It may be for a specific meeting, or for a period (not exceeding four years). Further information is contained in NALC's Legal Topic Note 80.

In councils that have adopted the *LGA Model Councillor Code of Conduct*, the same criteria will also apply in respect of 'Other Registerable Interests' and 'Non-Registerable Interests', as defined in the Code.

Councils may choose to delegate responsibility for consideration such applications to the Clerk by resolution of full council.

A councillor seeking a dispensation should complete this form and forward it to the Proper Officer of the Council as soon as possible, and before the matter is to be considered.

1.	Member's name	John Charles Whitehead
2.	Council/committee and date(s) of meeting	Coddenham Parish Council – for meeting on 18th November 2026 and any subsequent meetings over the next four year period.
3.	Agenda item(s) in respect of which you seek dispensation	Parish council discussions pertaining to the potential financing and funding of the Coddenham Community Shop (Community Benefits Society). For the November 2026 meeting, specifically regarding costs and expenses pertaining to the shop's potential relocation from its current site to the Coddenham Community Centre but also more generally, in respect of any financial support, grant funding or other considerations regarding the shop in the future.

4.	Type of interest and description: Disclosable Pecuniary Other registerable Non-registerable	Both my wife and I purchased in our individual names, a share each in the Coddenham Community Shop – Community Benefits Society – when it was first established in its present legal configuration. As a community benefits society, there are no dividends payable, or any other share of profits. The full extent of our individual modest investment would only be the return to us of our initial capital outlay. To all intents and purposes, we saw the purchase of these shares as being in the nature of a charitable donation with no genuine expectation of any future return of either the initial capital and/or profits.
5.	If dispensation is required for one meeting, or a longer period (max 4 yrs.) - please specify	I request a dispensation to run for a maximum period of four years, or my term of office as a parish councillor, whichever is the shorter.
6.	Reasons why you consider that a dispensation should be granted (see a-c above)	We presently only have 6 parish councillors, despite the potential maximum cohort being 11. My understanding is that 3 parish councillors, including myself, have shares in the Coddenham Community Shop. The request is therefore for dispensation in respect of circumstance (a) set out on the previous page, under s33 of the Localism Act 2011.

Signed: _____ (Councillor) Date: 3/10/26

Under the terms of the Localism Act 2011, this dispensation has been granted as:

It is considered that without the dispensation the number of persons prohibited in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business.

Signed: _____ **Date:** 6 October 2026

Clerk & RFO