



Bromyard and Winslow Town Council

Dispensation Policy

1. The Town Council has the power (Localism Act 2011- s33) to grant dispensations to its councillors allowing them to speak and/or vote on matters in which they have a Disclosable Pecuniary Interest (DPI).
2. The Town Council reserves the right to delegate the power to grant dispensations to an officer under s.101 of the Local Government Act 1972
3. The Town Council may grant a dispensation in the following circumstances:
 - In a situation where without the dispensation the number of town councillors voting would leave the council non quorate.
 - Granting the dispensation is in the interests of persons living in the area.
 - It is otherwise appropriate to grant a dispensation.
4. A town councillor must apply for a dispensation in writing to the Clerk. The Town Council's Standing Orders require that all applications be received as soon as possible before the meeting or failing that at the start of the meeting for which the dispensation is required.
5. The request should include:
 - Details of the matter for which dispensation is sought;
 - The nature of the interest; how long the dispensation is needed
 - How the business of the council will be impeded without the dispensation.
6. A standing item will be included on every Parish Council and Committee agenda to allow consideration of any dispensation requests, for example '*To receive declarations of interest & written requests for dispensations*'. Upon receipt of a written request at a meeting, members will consider whether:
 - To discuss the written request with no verbal input from the councillor(s).
 - To allow the parish councillor(s) to speak to the written request.
7. Consideration will be given to:
 - *The duration of dispensation* – the dispensation could cover one meeting only or apply for up to four years but not exceeding the term of office.
 - *Nature of dispensation* – the dispensation may allow the member to speak and vote on the item or speak only.

NB: Previous dispensations granted must be ignored.
8. The existence, duration and nature of any dispensations granted will be clearly minuted and included in the Register of Disclosable Interests.

This policy was reviewed and adopted by Bromyard & Winslow Town Council on the 24th April 2023.