



## WENDOVER PARISH COUNCIL

Address: The Clock Tower, High Street, Wendover,  
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## **Policy on Council Representatives to External Bodies**

It is Wendover Parish Council policy that all appointments of Council representatives to external bodies shall be open to all Members. Appointments shall always be made annually at the Annual Parish Council meeting and shall last for one Council year.

In addition, the appointment shall be made at first full Council meeting following an appointment becoming vacant during the Council year. The appointment shall become vacant immediately on the Member leaving the Council or if the Member decides to resign the opponent.

The Clerk shall maintain a list of the appointments.

Appointments shall be made, and can also be revoked, by vote of the Council. A Member shall be proposed and seconded, a Member may propose themselves, a Member may decline the proposal prior to the vote.

There is no minimum or maximum period for which an individual Member may be appointed.

In considering each of the appointments to external bodies the Members should give due consideration to the following criteria:

1. Experience - experience and knowledge of the representative may be considered to match the work of the body.
2. Continuity - some bodies provide training for the representatives or have complex issues such that changing the representative of the Council may cause them costs and/or problems. E.g. School Governors, Lionel Abel Smith Trust. In these cases, the Council should consider re-appointing the existing representative, should the present representative put themselves forward.
3. Representative of the Council - the Member has the support of the Council, faithfully represents the Council and reports back to the Council.
4. Commitment - some external bodies require greater commitment in time from the representatives.
5. Conflict of interest- Members should consider the possibility of conflict of interest if the proposed member is already a member of the Committee of the external body. This should not be an issue for ordinary Members.

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### Document History

Reviewed by Clerk	01/11/2017	(version 1)
Reviewed by Parish Council	07/01/2020	(version 2)
Reviewed by Parish Council	01/03/2022	(version 2)



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