

WEST GRINSTEAD PARISH COUNCIL


DECLARATION OF  
ACCEPTANCE OF OFFICE

I, Suzanne Hankin-Jone having been co-opted to office of  
Councillor for the Parish of West Grinstead declare that I take that office upon  
myself, and will duly and faithfully fulfil the duties of it to the best of my  
judgement and ability.

I undertake to be guided by the National Code of Local Government Conduct in  
the performance of my functions in that office.

Date 15/2/2024 Signed S Jone

This declaration was made and signed before me:

Signed   
Date 15/2/24

Chairman, West Grinstead Parish Council  
(or Proper Officer)



Horsham  
District  
Council

**Localism Act 2011, s. 29**

**REGISTER OF MEMBERS' INTERESTS**

**Member's Full Name:** *Suzanne Handelin-Brown*

**Date of Election / Co-option:** *15/2/23*

**Member's Declaration**

- I understand that the information sought in the Schedule is required under section 29 of the Localism Act 2011 and the Council's Code of Members' Conduct
- I declare that the information given in the Schedule is complete and correct
- I agree to give notice of any Disclosable Pecuniary Interest disclosed at a meeting (which is not already on the register) within 28 days of that meeting
- I agree to give details of any changes to the information in this Schedule within 28 days of becoming aware of the change (including any change in relation to a Sensitive Interest) <sup>vii</sup>
- I acknowledge that a failure to declare relevant information may be a breach of the Council's Code of Members' Conduct and could also be a criminal offence
- I acknowledge that the information will be available for inspection at all reasonable hours and will be posted on the Council's website.

**Signed**  ..... **Dated** *15/2/2024* .....

Please return this form in hard copy to: The Parish Clerk, *The Parish Office Village Hall Lane Partridge Green*

If you have any questions about this form, please contact the Parish Clerk or Lauren Kelly, Interim Monitoring Officer, or email [standards@horsham.gov.uk](mailto:standards@horsham.gov.uk).

Please note in relation to questions A and C to G you are required to provide details about both your interests and those of your partner<sup>ii</sup>. There is no requirement to identify your partner or differentiate between your own interests from your partner's interests.

**Part A: Employment**

Do you or your partner undertake any employment, office, trade, profession or vocation for profit or gain? If yes, please provide details. If no please go to Part B.

Yes - Environment Agency

**Part B: Sponsorship**

Have you received any payment or provision of any other financial benefit (other than from West Grinstead Parish Council) made or provided within the last 12 months<sup>iii</sup> in respect of any expenses incurred by the Councillor in carrying out duties as a member, or towards the Councillor's election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992 (ie, organisations which consist of workers whose purpose includes the regulation of relations between workers and employers). If yes, please provide details. If no please go to Part C.

No

**Part C: Contracts**

Have you or your partner (or a body<sup>v</sup> in which either of you have a beneficial interest) ever entered into any contract with West Grinstead Parish Council

- (a) under which goods or services are to be provided or works are to be executed; and
- (b) which has not been fully discharged?

If yes, please give details (e.g. (date of contract(s)) (description of goods, services or works) (value of contract(s)) (details of parties to the contract)). If no please go to Part D.

No

**Part D: Land**

Do you or your partner have any beneficial interest in land<sup>v</sup> (including your home) which is within the area of West Grinstead Parish Council? If yes, please give details. If no please go to Part E.

Yes - 1 Melrose, High St, PG.

**Part E: Licences**

Do you or your partner (either alone or jointly with others) have any licence to occupy land in the area of West Grinstead Parish Council for a month or longer? If yes, please give details. If no please go to Part F.

NO

**Part F: Corporate Tenancies**

Do you or your partner have any tenancy where to your knowledge

- (a) the landlord is West Grinstead Parish Council; and
  - (b) the tenant is a body in which you or your partner have a beneficial interest?
- If yes, please give details. If no please go to Part G.

NO

**Part G: Securities**

Do you or your partner have any beneficial interest in securities<sup>vi</sup> of a body where –

- (a) That body has a place of business or land in the area of West Grinstead Parish Council and
- (b) Either—
  - (i) The total nominal value of the securities exceeds £25,000 (face value) or one hundredth (1/100th) of the total issued share capital of that body; or
  - (ii) If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you or your partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

If yes please give details below (e.g. name of person or body). If no please go to part H.

NO

## Part H: Membership / Representation of other organisations

H1 Are you the Council's appointee or nominee on an outside body? If yes, what is the name of the outside body? If no please go to H2.

No

H2 Are you a member of, or in a position of control or management of any organisation (other than the Council) exercising functions of a public nature? If yes, what is the name of the body and what is your position? If no please go to H3.

Yes - Environment Agency  
Head of Strat. Eng.

H3 Are you a member of an, or in a position of control or management in an organisation directed to charitable purposes? If yes, what is the name of the organisation and what is your position? If no please go to H4.

No

H4 Are you a member of an, or in a position of control or management in an organisation (including any political party) (i) whose principal purposes include the influence of public opinion or policy, (ii) which exercises public functions, and/or, (iii) which is directed to charitable purposes? If yes, what is the name of the organisation and what is your position? If no please go to H5.

No

**H5** Are you a member of, or in a position of control or management of trade union? If yes, what is the name of the trade union and what is your position? If no please go to H6.

No

**H6** Are you a member of, or in a position of control or management a professional association? If yes, what is the name of the association and what is your position?

No

**H7** Do you have any unpaid directorships? If yes, please provide details. If no please read paragraph below on how to declare any gifts/hospitality you have received.

No

### **Gifts and hospitality**

Have you received a gift or hospitality with an estimated value of at least £50 from any person whose interests may be affected by any business of the Council? **If yes**, please complete the Members' Notification of Receipt of Gift or Hospitality form (available from the Monitoring Officer on request).

Have you refused any gift or hospitality that has been offered to you? **If yes**, please complete the Members' Notification of Receipt of Gift or Hospitality form.

### **General guidance**

This form gives general guidance but is not comprehensive. The Council's Code of Conduct gives precise requirements. The Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 SI2012/1464 and any further regulations issued under the Localism Act should be referred to where necessary.

## **Explanatory Notes**

---

<sup>i</sup> "Disclosable Pecuniary Interest" is defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012/1464 and includes matters set out in questions A to G inclusive of this schedule.

<sup>ii</sup> "Your partner" means (a) your spouse or civil partner; (b) a person with whom you are living as husband or wife; (c) a person with whom you are living as if you were civil partners.

<sup>iii</sup> "12 months" means the period of 12 months ending with the day on which you give a notification for the purposes of the Localism Act 2011 sections 30(1) (ie, notification of pecuniary interests within 28 days of taking office) or 31(7) (ie, notification of pecuniary interests within 28 days of matter being dealt with).

<sup>iv</sup> "Body" means a firm in which either of you is a partner or a body corporate of which either of you is a director or a body that either of you has a beneficial interest in the securities of. "Director" includes a member of the committee of management of an industrial and provident society.

<sup>v</sup> "land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for either of you (alone or jointly with another) to occupy the land or to receive income.

<sup>vi</sup> "Securities" means shares, debenture stock, loan stock, bond units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

<sup>vii</sup> "Sensitive Interest" means the nature of the interest is such that the councillor and the Monitoring Officer consider that disclosure of the interest could lead to the member to being subject to violence or intimidation.