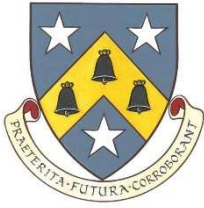


The Coat of Arms  
of Lavenham



## LAVENHAM PARISH COUNCIL

### **Councillor Volunteering and Non Endorsement of Private Businesses**

1. When a Councillor wishes to volunteer service as an individual, this must not be offered whilst the Council is in session, to ensure that it is not interpreted that the Council are officially delegating a volunteer.
2. Councillors are at liberty in their personal capacity, to privately offer their services as members of the public to local voluntary organisations/groups and/or charities.
3. Where the Council is invited to have a representative on the board or committee of a Voluntary organisation, Council shall decide who its Councillor representative should be and reports from the Voluntary organisation may be given at Council.
4. Councillors personally associated with voluntary organisations/group/charities should not make statements or comment on behalf of those bodies to the Council in session.
5. A Councillor may make a Conflict of Interest declaration and deliver a statement from a Voluntary organisation in Public Participation time. Where this arises Councillors should seek approval from the Voluntary organisation to do so.
6. Councillors must not make statements or comments when the Council is in session about their own businesses, activities or interests e.g. I go to art classes at X establishment. This is avoid any possible interpretation that the Council endorses any private business.
7. As there is widespread opportunity for private businesses to advertise their activities, products or services on websites and social media, the Parish Council operated notice-boards, newsletters, website and social media accounts will not include promotion of any such businesses or invite sponsorship.
8. Voluntary organisations and community groups with a focus on providing public service or amenity and/or supporting charities are welcome to seek approval from the Clerk to promote their purpose using Council owned media.
9. Private businesses and voluntary organisations may offer donations without condition, to the Parish Council, to assist in providing public services for the benefit of the Lavenham community. The Parish Council is under no obligation to accept any such offers.

## Document control

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