

COLD ASTON PARISH COUNCIL

ACTIVITY OVERVIEW: UNDERSTANDING OF WHAT PART IT PLAYS IN OUR COMMUNITY

This document sets out to introduce the role of the Parish Council and the part that Parish Councillors play in the tier of local government closest to the local people of our Parish

Cold Aston Parish Council follows a code of conduct:

**Selflessness - act in public interest * Integrity - don't put yourself under obligations to others *Objectivity -act impartially *Accountability- openly submit to public scrutiny *Openness - open and transparent unless the law prevents this *Honesty- always be truthful *Leadership - support & exhibit high standards of conduct, and challenge poor behaviour*

What does your Parish council do?

- Act as an intermediary with CDC & GCC in the Parish
- Comment on highways issues -potholes, drains, trees
- Comment on planning
- Maintain verges on the roads in and out of the village
- Maintain Parish land - being the verges in the village/ allotments
- Maintain trees-only those on owned Parish land (see separate policy)
- Prepare and keep an up to date Parish plan
- Open to other Parish projects as appropriate, at our discretion
- Publish info- annual accounts, meeting notices, agendas, minutes
- Comply with its obligations under Freedom of info Act 2000/Data protection act 1998/ Equality act 2010
- Comply with local Government transparency code/employment law
- Consider impact of decisions on reducing crime/disorder in the Parish
- Have regard to protection of bio diversity

Role of a Parish Councillor:

- Voluntary role with no remuneration
- Attend Parish Council meetings
- Agree in advance of meeting - agenda items
- Fully prepare for meetings-pre read as required
- Play an active role in meetings, considering all relevant facts and issues requiring a decision including the views of others
- Follow the agreed "standing orders" for Parish Council activity
- Ensures the rules for the administration of the council are followed

What the Parish Council does not do:

- Does not directly fix any highway issues
- Does not have decision-making power for planning applications
- Does not have any jurisdiction on any non-Parish owned land
- Does not have any jurisdiction for any non-Parish owned trees
- Not duty bound to be actively involved in all Parish initiatives
- Will not make decisions individually or outside of any Parish Council meeting

Cold Aston Parish Council communication policy:

- Formal communications must be made via the Parish clerk by email
- Parish Councillors may be approached with general queries but no decisions/detailed discussions can take place outside of Parish Council meetings
- Guidance as to how to table an agenda item in a timely fashion can be sought from the Parish clerk