



MABLETHORPE & SUTTON TOWN COUNCIL

I, Cllr _____ confirm that I have received, completed and returned (where necessary) read and understood the following:

- a) **CODE OF CONDUCT** ☐

and I undertake to observe the Council's Code of Conduct as to the conduct expected of elected Members of **MABLETHORPE & SUTTON TOWN COUNCIL**.

NOTE: *Previously Issued May 2024 (or following subsequent by-election)*

- b) **DECLARATION OF INTEREST FORM** ☐

and I will **complete and return** to the Town Clerk and the Monitoring officer within 28 days of my appointment of Councillor - or as change(s) in circumstance(s) occur. (**Note: This is an individual legal requirement**).

NOTE: *Previously Issued May 2024 (or following subsequent by-election)*

- c) **INDUCTION FOLDER** ☐

of which I will return to the Town Clerk's office upon leaving the Town Council.

NOTE: *Previously Issued May 2023 (or following subsequent by-election)*

- d) **USB PEN DRIVE CONTAINING POLICY DOCUMENTS** ☐

NOTE: *Issued July 2025*

or

Copy of printed policy documents (as available & requested) ☐

NOTE: *Individual Policies to be issued on request*

Signed: _____

Date: _____

A copy of this completed document **must be returned** to and retained by the Town Council office.