

MELBOURN PARISH COUNCIL

Doc. No.: 3.04

Version: 1

Date approved: March 2026

Review date: March 2027

Name: TOM MCMAHON

Contact details: Tel: [REDACTED]

Experience and skills : Parish Councillors	Level of experience / skill (rate on scale of 1 (none) to 5 (extensive))				
	1	2	3	4	5
Understanding and/or experience of ...					
Parish Council	1				
Local government	1				
Civil service	1				
Professional skills					
Experience of chairing board / committee meetings				✓	
Experience of professional leadership					✓
Financial planning / management					✓
Mediation				✓	
IT				✓	
Strategic planning					✓
Training Received (please give brief details of specific area of training)					
Skills that may be useful on Parish Council Committees					
Financial planning / management					✓
Procurement / tenders				✓	
Health and Safety				✓	
Insurance				✓	
Pensions				✓	
HR				✓	
Legal [please give brief details of specific area of expertise]			✓		
Premises and facilities management				✓	

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Please give brief details of particular local interest / knowledge					
	1	2	3	4	5
<u>Planning</u>					
I have limited experience of planning matters but understand their importance in shaping the local area. I am keen to learn & consider applications fairly.		✓			
<u>Youth work</u>					
I do not have direct experience in youth work, but recognise the importance of providing opportunities & facilities for young people + be supportive of initiatives that benefit them.	✓				
<u>Conservation</u>					
Again, limited experience but an interest in protecting the local environment, green spaces & wildlife. I would like to support conservation projects to enhance the parish.		✓			
<u>Volunteering</u>					
I appreciate the importance role volunteers play. I am keen to contribute my time & work with others to benefit the parish.		✓			
Please give details of any particular area/s of the Parish Council where you feel you would benefit from additional support or training					
I would benefit from training in Planning, Council procedures, governance, finance & legal responsibilities of Parish Councillors		✓			

There are seven Nolan principles that apply to the conduct of people in public life. Please give details that demonstrate when you have applied these principles in your work or other relevant examples:

Selflessness : you should act in the public interest

As a director of a company employing around 200 people, I regularly make decisions that balance the needs of the business with the wellbeing of our employees, customers & stakeholders.

Integrity : you should not put yourself under any obligations to others, allow them improperly to influence you or seek benefit for yourself, family, friends or close associates

I understand the importance of honesty, fairness and ethical leadership. In my role I deal with commercially sensitive information & ensure decisions are made professionally, avoid conflict of interest & maintaining

Objectivity : you should act impartially, fairly and on merit trust.

I make decisions based on evidence, relevant information & careful consideration of the facts. I listen to different perspectives before reaching a balanced decision & aim to treat everyone fairly & consistently.

Accountability : you should be prepared to submit to public scrutiny necessary to ensure accountability

As a company director, I am accountable for the decisions I make and understand the importance of explaining those decisions clearly to employees, customers & stakeholders.

Openness : you should be open and transparent in your actions and decisions unless there are clear and lawful reasons for non-disclosure

I value transparency, open communication, taking responsibility for outcomes

Honesty : you should always be truthful

I believe honesty is fundamental. I am committed to being truthful, transparent and acting with integrity at all times.

Leadership : as a councillor, you should promote, support and exhibit high standards of conduct and be willing to challenge poor behaviour

My role as a company director has given me extensive experience of Leadership by example, maintaining high standards, and fostering a culture of respect & accountability. I understand.

good leadership also means being prepared to challenge behaviour that falls short of expected standards in a fair constructive professional manner. As a Parish Councillor, I would seek to uphold these same principles and encourage others to do the same.

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LEGAL QUALIFICATIONS FOR BEING A PARISH COUNCILLOR

(To qualify you must be able to answer 'Yes' to both of the questions below to serve as a councillor)

Are you a British citizen, a Commonwealth citizen or a citizen of a European Union country? ☒ Yes ☐ No

Are you 18 or over? ☒ Yes ☐ No

(To qualify you must be able to answer 'Yes' to at least one of the questions below to serve as a councillor)

Are you on the electoral register for Melbourn? ☒ Yes ☐ No

Have you lived either in the Parish of Melbourn, or within three miles of its boundary, for at least a year? ☒ Yes ☐ No

Have you been the owner or tenant of land in the Parish of Melbourn for at least a year? ☒ Yes ☐ No

Have you had your only or main place of work in the Parish of Melbourn for at least a year? ☒ Yes ☐ No

DISQUALIFICATIONS

(To qualify you must be able to answer 'No' to all of the questions below to serve as a councillor)

Are you the subject of a Bankruptcy Restrictions Order or Interim Order? ☒ Yes ☐ No

Have you, within the last five years, been convicted of an offence in the UK, the Channel Islands or the Isle of Man which resulted in a sentence of imprisonment (whether suspended or not) for a period of three months or more without the option of a fine? ☒ Yes ☐ No

Are you disqualified by Order of a Court from being a member of a local authority? ☒ Yes ☐ No