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12 November 2018

Dear Mr Jones,

I am writing to you following the Standards Sub-Committee hearing on 9 November 2018. At the hearing I agreed that I had inadvertently allowed Hullbridge Library to become drawn into an election campaign by booking it for an additional surgery shortly before the May 2018 elections. The surgery was held by me and by a parish councillor who was also a candidate in the Rochford DC elections.

This allowed the candidate to publicise the surgery in her election leaflet as an opportunity to meet her in the library. Although I was not aware that she had done this, I now realise that I am required under the Code of Conduct to ensure that ECC resources are not used improperly. My failure to do this means that, through inadvertence, I broke the ECC code of conduct.

I have recently attended a standards training session run by the ECC Monitoring Officer and I will ensure that I have more awareness of the code of conduct in my future activities and I am now more aware of the need to be very careful around election time and for need to seek advice.

Please accept this letter as my unreserved apology to Essex County Council for the inconvenience or embarrassment I have inadvertently caused to the County Council.

Yours sincerely

Cllr Carole Weston