

Information available from Thelbridge Parish Council under the model publication scheme

Information to be published	How the information can be obtained	Cost
<p>Class1 - Who we are and what we do (Organisational information, structures, locations and contacts)</p> <p>This will be current information only</p>		
Who's who on the Council and its Committees	http://thelbrige.btck.co.uk	Free
Contact details for Parish Clerk and Council members (named contacts where possible with telephone number and email address (if used))	http://thelbrige.btck.co.uk	Free
Location of main Council office and accessibility details	http://thelbrige.btck.co.uk	Free
<p>Class 2 – What we spend and how we spend it (Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit)</p> <p>Current and previous financial year as a minimum</p>		Free
Annual return form and report by auditor	http://thelbrige.btck.co.uk	Free
Finalised budget	http://thelbrige.btck.co.uk	Free
Precept	http://thelbrige.btck.co.uk	Free
Financial Standing Orders and Regulations	http://thelbrige.btck.co.uk	Free
Grants given and received	http://thelbrige.btck.co.uk	Free

Class 3 – What our priorities are and how we are doing (Strategies and plans, performance indicators, audits, inspections and reviews)		
Annual Report to Parish or Community Meeting (current and previous year as a minimum)	http://thelbrige.btck.co.uk	
Class 4 – How we make decisions (Decision making processes and records of decisions)		
Current and previous council year as a minimum		
Timetable of meetings	http://thelbrige.btck.co.uk	Free
Agendas of meetings	http://thelbrige.btck.co.uk	Free
Minutes of meetings – nb this will exclude information that is properly regarded as private to the meeting.	http://thelbrige.btck.co.uk	Free
Reports presented to council meetings - nb this will exclude information that is properly regarded as private to the meeting.	http://thelbrige.btck.co.uk	Free
Responses to consultation papers (see minutes)	http://thelbrige.btck.co.uk	Free
Responses to planning applications (see minutes)	http://thelbrige.btck.co.uk	Free
Class 5 – Our policies and procedures		
Policies and procedures for the conduct of council business: Procedural standing orders Code of Conduct Policy statements	http://thelbrige.btck.co.uk	Free

Policies and procedures for handling requests for information Complaints procedures (including those covering requests for information and operating the publication scheme)	http://thelbrige.btck.co.uk	
Class 6 – Lists and Registers		
Currently maintained lists and registers only		
Register of members' interests	http://thelbrige.btck.co.uk	Free
Register of gifts and hospitality	http://thelbrige.btck.co.uk	Free

Contact details:

Janet de Rochefort
 Thelbridge Parish Clerk
 jderochefort@gmail.com

SCHEDULE OF CHARGES

If hard copy is requested:

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying @ .10p per sheet (black & white)	Actual cost *
	Postage	Actual cost of Royal Mail standard 2 nd class

* the actual cost incurred by the public authority

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