

FREEDOM OF INFORMATION ACT 2000

Information available from the Parish Council under the model publication scheme

Information to be published	How the information can be obtained	
<p>Class1 - Who we are and what we do (Organisational information, structures, locations and contacts)</p> <p>This will be current information only</p>	<p>(hard copy and/or website)</p> <p>Address</p> <p>www. https://www.middevonparish.co.uk/ brampfordspeke/</p>	
<p>Who's who on the Council and its Committees</p>	<p>Website & hard copy</p>	
<p>Contact details for Parish Clerk and Council members (named contacts where possible with telephone number and email address (if used)) on website</p>	<p>Website</p>	
<p>Location of main Council office and accessibility details</p>	<p>Council does not have an office. Appointment can be made with the clerk by phone or email during office hours, Monday to Friday 9am to 3pm</p>	
<p>Staffing structure – Council employs one part-time parish clerk</p>	<p>As above</p>	

<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>	<p>Hard copy from the clerk or website</p>	
<p>Annual return form and report by auditor</p>	<p>Hard copy/website</p>	
<p>Finalised budget</p>	<p>Website Hard copy</p>	
<p>Precept</p>	<p>Hard copy/website</p>	
<p>Financial Standing Orders and Regulations</p>	<p>Website Hard copy</p>	
<p>Grants given and received</p>	<p>Website Hard copy</p>	
<p>List of current contracts awarded and value of contract</p>	<p>Hard copy</p>	
<p>Class 3 – What our priorities are and how we are doing (Strategies and plans, performance indicators, audits, inspections and reviews)</p>	<p>Hard copy from the clerk or website</p>	
<p>Parish Plan</p>	<p>Website Hard copy</p>	
<p>Annual Report to Parish or Community Meeting (current and previous year as a minimum)</p>	<p>Website Hard copy</p>	

<p>Class 4 – How we make decisions (Decision making processes and records of decisions)</p> <p>Current and previous council year as a minimum</p>	Website/hard copy	
<p>Timetable of meetings (Council, any committee/sub-committee meetings and Parish meetings)</p>	Website Hard copy	
<p>Agendas of meetings (as above)</p>	Parish notice boards (Current Agenda 3 clear days before a meeting.) Hard copy Website	
<p>Minutes of meetings (as above) – Note this will exclude information that is properly regarded as private to the meeting.</p>	Website Hard copy By inspection	
<p>Reports presented to meetings (as above) - Note this will exclude information that is properly regarded as private to the meeting.</p>	Website Hard copy	
<p>Responses to consultation papers</p>	Hard copy (Can also see Minutes on website)	
<p>Responses to planning applications</p>	Hard copy (Can also see Minutes on website)	
<p>Class 5 – Our policies and procedures (Current written protocols, policies and procedures for delivering our services and responsibilities) Current information only</p>	Hard copy from the clerk or website	

<p>Policies and procedures for the conduct of council business:</p> <p>Procedural standing orders Delegated authority in respect of officers Code of Conduct Policy Statements</p>	<p>Website Hard copy</p>	
<p>Policies and procedures for the provision of services and about the employment of staff:</p> <p>Policies and procedures for handling requests for information Complaints procedures (including those covering requests for information and operating the publication scheme)</p>	<p>Website Hard copy</p>	
<p>Class 6 – Lists and Registers</p> <p>Currently maintained lists and registers only</p>	<p>(hard copy or website; some information may only be available by inspection)</p>	
<p>Assets Register</p>	<p>Hard copy/website</p>	
<p>Register of members' interests</p>	<p>Held by District Council</p>	
<p>Register of gifts and hospitality</p>	<p>Held by District Council</p>	

Class 7 – The services we offer (Information about the services we offer, including leaflets, guidance and newsletters produced for the public) Current information only	(hard copy or website; some information may only be available by inspection)	
Allotments	N/A	
Burial grounds and closed churchyards	N/A	
Community centres and village halls	N/A	
Parks, playing fields and recreational facilities	N/A	
Seating, litter bins, and lighting	N/A	
Bus shelters	N/A	
Contact details: Parish Clerk, Email: clerk@clerkbspc@gmail.com Website address:- www. https://www.middevonparish.co.uk/brampfordspeke/		