

INFORMATION AVAILABLE FROM SPARKWELL PARISH COUNCIL UNDER THE ICO MODEL
PUBLICATION SCHEME

Information	How available	Charge
<p>Class 1 – Who we are and what we do</p> <p>Who is who on the Parish Council Representation of Members to outside organisations Contact details for Parish Clerk and Members Parish overview</p>	Website or hard copy	Free 10p per sheet
<p>Class 2 – What we spend and how we spend it (last 3 yrs)</p> <p>Annual Audit Form and Audit Report Finalised budget* Precept* Financial Regulations Standing Orders List of grants given and received* Current contracts and value* Members’ allowances and expenses*</p>	Hard copy	10p per sheet
<p>Class 3 – What our priorities are and how we are doing (current and previous year)</p> <p>Minutes of meetings Chairman’s Report (Annual parish Residents Meeting)*</p>	Website or hard copy	Free 10p per sheet
<p>Class 4 – How we make decisions (current except for Minutes)</p> <p>Timetable of meetings* Meeting Agendas Meeting Minutes Reports presented to council meetings* Responses to planning applications*</p>	Website or hard copy	Free 10p per sheet
<p>Class 5 – Our policies and procedures (current)</p> <p>Standing Orders Financial Regulations Equal Opportunities Policy Data Protection Policy Statement of Internal Control</p>	Website or hard copy	Free 10p per sheet
<p>Class 6 – Lists and Registers (current)</p> <p>Asset Register</p>	Website or hard copy	Free 10p per sheet

Information	How available	Charge
Class 7 - Services we offer Bus shelters* Fund for making grants to local organisations* Minor road clearing*	Website or hard copy	Free 10p per sheet
Charges: Website – free Copying (black and white) – cost incurred Postage (2 nd class post) – Royal Mail cost		

Dawn Johnson
 Clerk to Sparkwell Parish Council
 1st June 2019