

Freedom of Information

Information available from St Day Parish Council under the model publication scheme.

Information from the website can be downloaded free of charge, hard copies are available on application to the Parish Clerk.

Information to be published	How the information can be obtained	Cost
Class 1 – Who we are and what we do (Organisational information, structures, locations and contacts)		
Who's who on the Parish Council & its committees	Website	
Contact details for the Parish Clerk	Website	
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)		
Current year	Hard copy	£1.00
Previous years	Website/hard copy	£1.00
Annual return form and report by auditor	Hard copy	£1.00
Finalised budget	Hard copy	£1.00
Precept	Hard copy	£1.00
Financial standing orders & regulations	Hard copy	£1.00
Grants given & received	Hard copy	£1.00
List of current contracts awarded & value of contracts	Hard copy	£1.00
Members' allowances & expenses	Hard copy	£1.00
Class 3 – What our priorities are and how we are doing (Strategies & plans, performance indicators, audits, inspections & reviews)		
Parish plan	Website	
Annual reports to the Parish Meeting	Hard copy	£1.00
Class 4 – How we make decisions (Decision making processes & records of decisions)		
Timetable of meetings (Full Council, committee & parish meetings)	Hard copy	£1.00
Agendas of meetings	Hard copy	£1.00
Minutes of meetings	Website	
Reports presented to Council meetings	Hard copy	£1.00
Responses to planning applications	Hard copy	£1.00

Information to be published	How the information can be obtained	Cost
Class 5 – Our policies and procedures (Current written protocols, policies & procedures for delivering our services & responsibilities) Current information only		
Policies & procedures for the conduct of Council business:		
Standing orders	Hard copy	£1.00
Committee terms of reference	Hard copy	£1.00
Delegated authority in respect of officers	Hard copy	£1.00
Code of conduct	Hard copy	£1.00
Policy statements	Hard copy	£1.00
Class 6 – Lists and registers (Currently maintained lists & registers only)		
Assets register	Hard copy	£1.00
Register of members' interests	Hard copy	£1.00
Register of gifts & hospitality	Hard copy	£1.00
Class 7 – The services we offer (Information about the services we offer, including leaflets, guidance & newsletters produced for the public & businesses. Current information only)		
Burial grounds & closed churchyards	Hard copy	£1.00
Seating	Hard copy	£1.00
Bus shelters	Hard copy	£1.00
Public conveniences	Hard copy	£1.00
Agency agreements	Hard copy	£1.00
A summary of services for which the Council is entitled to recover a fee, together with those fees	Hard copy	£1.00

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