

GOLDHANGER PARISH COUNCIL

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

Draft Freedom of Information Act Publication Scheme approved by the Parish Council at its meeting held on 12.2.2020

The Freedom of Information Act requires local authorities to make available to the public certain types of information which it holds, and the methods by which this information is accessible.

Most information is published on the Parish Council’s website (parish-council.goldhanger.org.uk/). Other information can also be found in the parish magazine and on the bus shelter notice board in the Square. If required hard copies of information can be obtained from the Parish Clerk at a cost of £0.20 per sheet (black and white only) and can be posted if requested – Royal Mail standard 2nd class stamp.

Information to be published	How the information can be obtained
<p>Who we are and what we do</p> <p>Who’s who on the Council</p> <p>Contact details for Parish Clerk and Council Members</p>	<p>Parish magazine Website Hard copy</p> <p>Website Hard copy Parish magazine</p>
<p>What we spend and how we spend it</p> <p>Current and previous financial year annual accounts Certificate of Exemption from external audit (currently local authorities with an expenditure and/or income of less than £25,000 per annum) Annual Governance Statement and Accounting Statement Bank reconciliation Notice of period for the exercise of public rights</p> <p>Annual Internal Audit report Analysis of variances in income and expenditure</p> <p>Finalised budget and precept set</p> <p>Financial Regulations of the Council</p> <p>Grants obtained</p>	<p>Website Hard copy Notice board – exercise of public rights</p> <p>Website Hard copy</p> <p>Website Hard copy</p> <p>Website Hard copy</p> <p>Website (via the accounts and Minutes of meetings) Hard copy</p>
<p>What our priorities are and how we are doing</p> <p>Annual report to Parish Meeting – current and previous year</p>	<p>Website Hard copy</p>

<p>How we make decisions</p> <p>Timetable of meetings – current year</p> <p>Agendas of meetings – current and previous year</p> <p>Minutes of meetings – current and previous year</p> <p>Brief report of most recent meeting</p> <p>Responses to planning decisions - included in the Council’s Minutes - as above</p>	<p>Website Hard copy</p> <p>Web site Hard copy Notice board (latest meeting only)</p> <p>Web site Hard copy</p> <p>Published in the Maldon Standard newspaper (monthly) and also in the parish magazine Web site</p> <p>Web site Hard copy</p>
<p>Our policies and procedures</p> <p>Procedural Standing Orders</p> <p>Code of Conduct (The Parish Council has adopted the Code of Conduct of Maldon District Council)</p> <p>Policy statements – current: Risk Assessments Complaints Procedure Publication Scheme Privacy Notice and General Data Protection Policy</p>	<p>Web site Hard copy</p> <p>Hard copy Maldon District Council website</p> <p>Web site Hard copy</p>
<p>Lists and Registers</p> <p>Assets register</p> <p>Register of Members’ Interests</p>	<p>Web site Hard copy</p> <p>Web site. These are published on Maldon District Council’s website and can be accessed via the Parish Council website. Hard copy</p>

The services we offer

Playing field and recreational facilities

Bus shelters

Seating, litter bins, dog waste bins

Defibrillators (The Square and Maldon Road)

Allotments

Website (Assets Register)

Hard copy