

Castle Eden Parish Council

Freedom of Information

Information available from Castle Eden Parish Council under the model publication scheme

Information	How the information can be obtained	Cost
Class1 - Who we are and what we do		
Who's who on the Council and its Committees	Hard copy Website	10p / Sheet Free
Contact details for Parish Clerk and Council members	Hard copy Website	10p / Sheet Free
Location of main Council office and accessibility details	Website	Free
Staffing structure	Website	Free

Class 2 – What we spend and how we spend it		
Annual Return and External Auditors Report	Website Inspection by Appointment Hard copy	Free Free 10p/sheet
Internal Auditors Annual Report	Website Inspection by Appointment Hard copy	Free Free 10p/sheet
Precept	Website Inspection by Appointment Hard copy	Free Free 10p/sheet

Class 3 – What our priorities are and how we are doing		
Parish Plan	Hard copy – contact Clerk Website	Free 10p/sheet
Annual Meeting	Hard copy – contact Clerk Website	Free 10p/sheet

Class 4 – How we make decisions		
Schedule of Council Meetings and Agendas	Hard copy – contact Clerk Website	Free 10p/sheet
Minutes of Council Meetings (This will exclude information that is properly regarded as private to the meeting).	Hard copy – contact Clerk Website	Free 10p/sheet
Reports of Council Meetings – (This will exclude information that is properly regarded as private to the meeting).	Hard copy – contact Clerk Website	Free 10p/sheet
Responses to consultation papers	Refer to minutes (website)	Free

		Inspection by Appointment Hard copy – contact Clerk	10p/sheet
Responses to planning applications		Refer to minutes (website) Inspection by Appointment Hard copy – contact Clerk	Free Free 10p/sheet

Class 5 – Our policies and procedures

Policies and procedures for the conduct of council business:			
<ul style="list-style-type: none"> • Standing Orders • Financial Regulations • Code of Conduct • Policy Statements 		Inspection by appointment Website Hard copy	Free Free 10p/sheet
Policies and procedures for the provision of services and about the employment of staff:		Inspection by appointment Website Hard copy	Free Free 10p/sheet

Class 6 – Lists and Registers

Any publicly available register or list			
Assets Register		Inspection by appointment Hard copy – contact the Clerk Inspection by appointment Hard copy – contact the Clerk	Free 10p/sheet Free 10p/sheet
Register of Members' Interests		Inspection by appointment Hard copy – contact the Clerk Website	Free 10p/sheet Free

Contact

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