

**Information available from Kinnerley Parish Council under the Freedom of Information Model Publication Scheme**

<b>Information to be published</b>	<b>How the information can be obtained</b>	<b>Cost</b>
<b>Class 1 - Who we are and what we do (Organisational information, structures, locations and contacts) This will be current information only</b>	Website	Free
Who's who on the Council and its Committees	Website Hard copy – contact Clerk	Free 10p/sheet
Contact details for Parish Clerk and Council members	Website Hard copy – contact Clerk	Free 10p/sheet
<b>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 and previous financial year</b>	Website Hard copy	Free 10p/sheet
Annual return form and report by auditor	Website Hard copy – contact Clerk	Free 10p/sheet
Finalised budget	Website Hard copy – contact Clerk	Free 10p/sheet
Precept	Website Hard copy – contact Clerk	Free 10p/sheet
Financial Regulations and Standing Orders	Website Hard copy – contact Clerk	Free 10p/sheet
Grants given and received	Hard copy – contact Clerk	10p/sheet
List of current contracts awarded and value of contract	Hard copy – contact Clerk	10p/sheet

<b>Class 3 – What our priorities are and how we are doing (Strategies and plans, performance indicators, audits, inspections and reviews) Current and previous year</b>		
Kinnerley Parish Neighbourhood Plan	Website Hard copy – contact Clerk	Free 10p/sheet
Annual report to Parish Meeting	Hard copy – contact Clerk	10p/sheet
<b>Class 4 – How we make decisions (Decision making processes and records of decisions) Current and previous council year</b>		
Timetable of meetings	Website Hard copy – contact Clerk	Free 10p/sheet
Agendas of meetings (as above)	Website Hard copy – contact Clerk Parish notice boards	Free 10p/sheet
Minutes of meetings (as above) – NB this will exclude information that is properly regarded as private to the meeting.	Website Hard copy – contact Clerk	Free 10p/sheet
Reports presented to council meetings - NB this will exclude information that is properly regarded as private to the meeting.	Hard copy – contact Clerk	10p/sheet
Responses to consultation papers (as part of minutes of meeting)	Website Hard copy – contact Clerk	Free 10p/sheet
Responses to planning applications (as part of minutes of meeting)	Website Hard copy – contact Clerk	Free 10p/sheet

<b>Class 5 – Our policies and procedures (Current written protocols, policies and procedures for delivering our services and responsibilities) Current information only</b>		
Policies and procedures for the conduct of council business: Procedural Standing Orders Code of Conduct Financial Regulations	Website Hard copy – contact Clerk	Free 10p/sheet
Procedures for handling requests for administration, procedures and the supply of information Complaints procedures Data Protection and Information Security Policy Media Policy	Website Hard copy – contact Clerk	Free 10p/sheet
Data Protection Policy		
<b>Class 6 – Lists and Registers Currently maintained lists and registers only</b>		
Assets Register	Website Hard copy – contact Clerk	Free 10p/sheet
Register of members' interests	Website	Free 10p/sheet
Register of Gifts and Hospitality	Website Hard copy – contact Clerk	Free 10p/sheet

<b>Class 7 – The services we offer (Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses) Current information only</b>		
Street lighting	Inspection	Free
Bus shelters	Inspection	Free
Notice Boards	Inspection	Free
Green spaces	Inspection	Free