

## Claybrooke Magna Parish Council

### Publication Scheme Under Freedom of Information Act

The following information can be provided to meet the Parish Council's commitments under the Publication Scheme. This information is either freely available on the Parish Council's website or is held within Council records or archives.

Information to be Published	How it Can be Obtained
Parish council organisation structure, information and contact details	Website
Contact for Parish Clerk and Council members	Website
<b>Financial Information</b>	
Annual return	Website
Finalised budget and precept	Hard copy
Financial Standing Orders and regulations	Hard copy
Grants given and received	Hard copy
<b>Parish Council Priorities</b>	
Annual Parish Council report	Website
<b>Decision Making</b>	
Timetable of Parish Council meetings	Website
Agendas for meetings	Website
Minutes of meetings	Website
Reponses to planning applications	Hard copy
Bye laws	Website
<b>Policies and Procedures</b>	
Standing orders	Website
Code of Conduct	Website
Policy Statements	Website
Equality and Diversity Policy	Website
Health and Safety Policy	Website
Complaints Procedures	Website
Policies for Handling requests for Information	Website
Data Protection Policy	Website
<b>Lists or Registers</b>	
Asset Register	Website
Register of members' Interests	Hard copy/website
<b>Services we Offer</b>	
Burial Grounds	
Village Hall	
Park and recreational facilities	
Seating	
Bus Shelter	

**Reviewed at the Annual Parish Council Meeting on 18<sup>th</sup> May 2023. Minute 8.**

