**Information available from**

**Winterborne Whitechurch Parish Council**

**under the model publication scheme**

**Information to be published How the information**

**can be obtained**

**Cost**

**Class1 - Who we are and what we do**

(Organisational information, structures, locations and contacts)

This will be current information only

N.B. Councils should already be publishing as much information as possible about how they can

be contacted.

(hard copy and/or website)

Who’s who on the Council and its Committees Hard copy

website

10p/sheet

Free

Contact details for Parish Clerk and Council members (named contacts where

possible with telephone number and email address (if used))

Hard copy

website

10p/sheet

Free

Location of main Council office and accessibility details Hard copy

website

10p/sheet

Free

Staffing structure Hard copy 10p/sheet

**Class 4 – How we make decisions**

(Decision making processes and records of decisions)

Current and previous council year as a minimum

(hard copy or website)

Timetable of meetings (Council, any committee/sub-committee meetings and

parish meetings)

Hard copy

website

10p/sheet

Free

Agendas of meetings (as above) Hard copy 10p/sheet

Minutes of meetings (as above) – nb this will exclude information that is properly

regarded as private to the meeting.

Hard copy 10p/sheet

Reports presented to council meetings - nb this will exclude information that is properly

regarded as private to the meeting.

Hard copy 10p/sheet

Responses to consultation papers Hard copy 10p/sheet

Responses to planning applications Hard copy 10p/sheet

Bye-laws Not applicable N/A

**Class 5 – Our policies and procedures**

(Current written protocols, policies and procedures for delivering our services

and responsibilities)

Current information only

(hard copy or website)

Policies and procedures for the conduct of council business:

Procedural standing orders

Committee and sub-committee terms of reference

Delegated authority in respect of officers

Code of Conduct

**Contact details: The Clerk**

**Robert Turley, 14 Lady Bailey Residential Park,**

**Winterborne Whitechurch, Blandford Forum, DT11 0HS**

**Tel : (01258 ) 880600**

**Email :** **winterbornewhitechurch@dorset-aptc.gov.uk**

**Website : http://winterbornewhitechurchparishcouncil.org.uk**

SCHEDULE OF CHARGES March 2017