

Wroughton Parish Council

Information available under the Model Publication Scheme

Information published:	How the information can be obtained:	Cost:
Class1 - Who we are and what we do		
Who's who on the Parish Council and its Committees	Website & notice boards	-
Contact details for the Parish Clerk and Council Members	Website & notice boards	-
Location of the Council office, access and accessibility	Website & Clerk	-
Details of the Council's responsibilities and activities	Website	-
Class 2 – What we spend and how we spend it		
Annual return and report by external auditor	Hard copy	10p/A4 page
Current year budget & Precept	Hard copy	10p/A4 page
Class 3 – What our priorities are and how we are doing		
Annual Report to the Parish Meeting/newsletter	Website	-
Class 4 – How we make decisions		
Timetable of meetings	Website & notice boards	-
Agenda for meetings	Website & notice boards	-
Minutes of Council & Committee meetings	Website	-
Responses to public consultations	Website	-
Responses to planning applications	Website	-

Class 5 – Our policies and procedures		
Standing Orders (under review, Nov 2014)	Hard copy	10p/A4 page
Code of Conduct	Website	-
Financial Regulations	Website	-
Grant Policy	Website	-
Class 6 – Lists and registers		
Assets Register	Hard copy	10p/A4 page
Register of Members' interests	Website link to NSC site	-
Class 7 – The services we offer		
Allotments – terms & conditions of use	Website	-
Information on street lights, dog & grit bins, bus shelters, defibrillators, play equipment, Orderly duties & other services available on request	Website & hard copy	10p/A4 page

Schedule of charges:	Description:
Hard copies	Photocopying @ 10p per sheet (black & white only)
Postage & packing (where appropriate)	Cost of Royal Mail standard 2 nd class plus cost of envelope, etc.

Requests for other information or hard copies should be made to:

The Parish Clerk, The John Locke Room, Silver Street, Wrington BS40 5QE
 Tel: 01934 863984 Email: clerk_wrington@hotmail.com

Revised - November 2014