

Clifton Campville with Thorpe Constantine Parish Council - Publication Scheme

Information to be published	How the information can be obtained
<p>Class1 - Who we are and what we do</p> <p>Who's who on the Council and its Committees Contact details for Parish Clerk and Council members</p>	<p>Website -</p> <p>Hard copy or email on request to the Clerk</p>
<p>Class 2 – What we spend and how we spend it (Current and previous financial year)</p> <p>Annual return form and report by auditor Current and previous financial year statements of account Financial Regulations and Standing Orders Expenditure over £100</p>	<p>Website -</p> <p>Hard copy or email on request to the Clerk</p>
<p>Class 3 – What our priorities are and how we are doing</p> <p>Annual Report to Parish (current and previous year)</p>	<p>Website -</p> <p>Hard copy or email on request to the Clerk</p>
<p>Class 4 – How we make decisions (Current and previous council year)</p> <p>Timetable of meetings (Council and parish meetings) Agendas of meetings (as above) Minutes of meetings (as above) – this will exclude information that is properly regarded as private to the meeting</p>	<p>Website -</p> <p>Hard copy or email on request to the Clerk</p>

<p>Class 5 – Our policies and procedures (Current information only) Policies and procedures for the conduct of council business: Procedural Standing Orders Code of conduct Risk Assessment Equality Risk Register Health and Safety Finance Regulations Disciplinary Policy Grievance Policy Communications Policy</p>	<p>Website – Hard copy or email on request to the clerk</p> <p>See details of charges at end of document.</p>
<p>Policies and procedures for handling requests for information:</p>	<p>Website – Hard copy or email on request to the clerk</p>
<p>Class 6 – Lists and Registers (Currently maintained lists and registers only)</p> <p>Asset Register Register of Members Interests</p>	<p>Website – Hard copy or email on request to the clerk</p>
<p>Class 7 – The services we offer</p> <ul style="list-style-type: none"> • Bus shelters • Sign board in Haunton • Notice boards • Benches • Defibrillator Cabinet • 2 Telephone kiosks • 4 Speed signs and 4 posts 	<p>Website – Hard copy or email on request to the clerk</p>

Contact Details

Sue Hughes – Clerk
97 Reindeer Road
Fazeley B78 3SP
07534 459810
ccparishcouncil@gmail.com

Schedule of Charges

Hard copy of information that can be photocopied, without breaching copyright laws can be provided at the following costs: -

- Photocopy A4 Black/White @ 10p per sheet
- Photocopy A4 Colour @ 12p per sheet
- Royal Mail 2nd Class Post

Above at actual cost to Parish Council