

Information available from Tarrington Parish Council under the Model Publication Scheme

Information to be published	How the information can be obtained	Cost
Class 1 – Who we are and what we do (Organisational information, structures, locations & contacts) This will be current information only		
Who's who on the Council and its Committees	Parish website Paper copy	FOC 60p per page*
Contact details for Parish Clerk and Council members	Parish website Paper copy	FOC 60p per page*
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)		
Annual Return form and report by auditor	Paper copy Noticeboard Parish website	60p per page* FOC FOC
Finalised budget and precept	Parish website Paper copy	FOC 60p per page*
Grants given & received	Paper copy	60p per page*
List of current contracts awarded	Paper copy	60p per page*
Class 3 – What our priorities are and how we are doing (Strategies & plans, performance indicators, audits, inspections and reviews)		
Chairman's Annual Report to Parish Meeting	Parish website Paper copy	FOC 60p per page*

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Class 4 – How we make decisions (Decision making processes and records of decisions)		
Current and previous council year as a minimum		
Timetable of meetings (Council, Committees & Parish Meetings)	Parish website Parish Noticeboards Paper Copy	FOC FOC 60p per page*
Agendas of Meetings	Parish website Parish Noticeboards Paper Copy	FOC FOC 60p per page*
Minutes of Meetings (this will exclude information that is properly regarded as private to the meeting)	Parish website Paper copy	FOC 60p per page*
Responses to consultation papers	Paper Copy	60p per page*
Responses to planning applications (Minutes of Planning Committee Meetings)	Paper copy at a later date	60p per page*
Class 5 – Our policies and procedures (Current written protocols, policies and procedures for delivering our services and responsibilities)		
Current information only	Parish website Paper copy	FOC 60p per page*
Policies and procedures for the conduct of council business: Standing Orders Councillor Code of Conduct Financial Regulations	Parish website Paper copy Paper copy Paper copy	FOC 60p per page* 60p per page* 60p per page*
Risk Assessment Schedule Information available under the Model Publication Scheme Complaints procedures	Parish website Paper copy	FOC 60p per copy*

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Class 6 – Lists & Registers Currently maintained lists & registers only		
Any publicly available register or list	Paper copy	60p per page*
Assets Register	Paper copy	60p per page*
Register of members' interests	Paper copy	60p per page*
Register of gifts and hospitality	Paper copy	60p per page*
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		
Village green & parking	Paper copy	60p per page*
Schedule of Charges (This describes how the charges have been arrived at and should be published as part of the guide)		
*Photocopying - Actual cost @ 60p per page		
*Postage – Actual cost of Royal Mail standard 2 nd class		

Adopted 18th May 2026.
Reviewed annually – 19th April 2026

Chair Original signed Clerk Original signed

Date 18 MAY 26