

EASINGTON VILLAGE PARISH COUNCIL

Freedom of Information Publication Scheme

Information available from Easington Village 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		
Who's who on the Council	Hard copy - contact Clerk Website	10p/sheet Free
Contact details of Parish Clerk and Council Members	Hard copy – contact Clerk Website	10p/sheet Free
Location of main Council Office and accessibility details	Contact Clerk	Free
Staffing Structure	Contact Clerk	Free
Class 2 – What we spend and how we spend it		
Precept	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet

Annual Return and External Audit Report	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet
Internal Auditor's Annual Report	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet
Section 137 Donations	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet
Class 3 – What our priorities are and how we are doing		
Parish Plan	Contact Clerk	Free
Annual Meeting	Contact Clerk	Free
Class 4 – How we make decisions		
Schedule of Council Meetings and Agendas	Hard copy – contact Clerk Website	10p/sheet Free
Minutes of Council Meetings (This will exclude information that is properly regarded as private to the meeting)	Hard copy – contact Clerk Website	10p/sheet Free
Reports of Council Meetings (This will exclude information that is properly regarded as private to the meeting)	Hard copy – contact Clerk Website	10p/sheet Free

Responses to consultation papers	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet
Responses to planning applications	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet
Class 5 – Our policies and procedures		
Policies and procedures for the conduct of Council business: <ul style="list-style-type: none"> • Standing Orders • Terms of Reference • Financial Regulations • Code of Conduct • Policy Statements 	Inspection by appointment Website Hard copy – contact Clerk	Free Free 10p/sheet
Policies and procedures for the provision of services and the employment of staff:	Inspection by appointment Website Hard copy – contact Clerk	Free Free 10p/sheet
Class 6 – Lists and Registers		
Any publicly available register or list	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet
Assets Register	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet

Register of Members' Interests	Inspection by appointment Hard copy – contact Clerk	Free 10p/sheet
Class 7 – The services we offer		
Cemetery	Inspection by appointment Website Hard copy – contact Clerk	Free Free 10p/sheet
Allotments	Inspection by appointment Website Hard copy- contact Clerk	Free Free 10p/sheet

Contact

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SCHEDULE OF CHARGES

Photocopying 10p per sheet (black & white)

Postage Actual cost of Royal Mail 2nd class postage

Statutory Fees In accordance with The Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004