Information available from Ryton-on-Dunsmore Parish Council under the model publication scheme

Please click on the links below to obtain the information described.

Model Publication Scheme

Information available from the Council under the scheme

Class 1 - Who we are and what we do

(Organisational information, structures, locations and contacts)

Who’s who on the Council and its Committees

Contact details for Parish Clerk and Council members (named contacts where possible with telephone number and email address (if used))

Location of main Council office and accessibility details

Staffing structure

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 (Hard copy only – contact the Clerk)

Finalised budget : Please contact the Clerk

For further information please refer to Information available from the Council under the scheme

Class 3 – What our priorities are and how we are doing

(Strategies and plans, performance indicators, audits, inspections and reviews)
Annual Report to Parish Meeting (contained in APM minutes)

Class 4 – How we make decisions

(Decision making processes and records of decisions. Current and previous council year only)

Timetable of Parish Council meetings

Agendas of meetings

Minutes of meetings (this will exclude information that is properly regarded as private to the meeting)

Reports presented to council meetings (Currently hard copy – contact the Clerk)

Responses to consultation papers (Generally hard copy – contact the Clerk)

Responses to planning applications

Bye-laws (Hard copy only – contact the Clerk)

Class 5 – Our policies and procedures

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

For further information please refer to Information available from the Council under the scheme

Snow Clearing Policy

Class 6 – Lists and Registers

(Currently maintained lists and registers only)

For further information please refer to Information available from the Council under the scheme

Class 7 – The services we offer

(Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses)
For further information please refer to Information available from the Council under the scheme

Contact details:

Clerk to the Council

Tel: 024 76307336

Email: Rytonondunsmore@btconnect.com

Post: The Village Hall, High Street, Ryton on Dunsmore, CV8 3EY

Visit: Parish Office, Village Hall, High Street, Ryton on Dunsmore

Note open most Wednesdays 9am - noon

SCHEDULE OF CHARGES

<table>
<thead>
<tr>
<th>TYPE OF CHARGE</th>
<th>DESCRIPTION</th>
<th>BASIS OF CHARGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disbursement cost</td>
<td>Photocopying @ 10p per sheet (black &amp; white)</td>
<td>Actual cost</td>
</tr>
<tr>
<td></td>
<td>Postage</td>
<td>Actual cost of Royal Mail standard 2nd class</td>
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