

BISHOPS HULL PARISH COUNCIL

PUBLICATION SCHEME

Information available from Bishops Hull Parish Council under the model publication scheme Information to be published

How the information can be obtained

Class1 - Who we are and what we do

Who's who on the Council

Notice Boards

Hardcopy

Website

Facebook

Advisory Groups and Committees

Hardcopy

Website

Contact details for Parish Clerk and Council members (name with telephone number and email address)

Notice Boards Hardcopy

Website

Facebook

Class 2 – What we spend and how we spend it

Financial information relating to projected and actual income and expenditure, procurement, contracts and financial the current and previous council year:

Annual return form and report by auditor

Website/Hardcopy

Finalised budget

Website/Hardcopy

Precept

Website/Hardcopy

Financial Standing Orders and Regulations

Website/Hardcopy

Grants given and received

Hardcopy

List of current contracts awarded and value of contract

Hardcopy

Members' allowances and expenses

Hardcopy

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

Parish Plan

Website/Hardcopy

Annual Report to Parish Meeting (current and previous year)

Website/Hardcopy

Class 4 – How we make decisions

Decision making processes and records of decisions for the current and previous year:

Timetable of meetings	Website Facebook Hardcopy Noticeboards
Agendas of meetings	Website Facebook Noticeboards Hardcopy
Minutes of meetings	Website Facebook Hardcopy
Reports presented to council meetings	Hardcopy
Responses to consultation papers	Hardcopy
Responses to planning applications	Hardcopy TDBC Website
Bye-laws	Hardcopy

Class 5 – Our policies and procedures

Current policies and procedures for the conduct of council business:	Website Hardcopy
Procedural standing orders	
Code of Conduct	
Policy statements	
Current policies and procedures for the provision of services and the employment of staff:	Hardcopy
Internal policies relating to the delivery of services	
Equality and diversity policy	
Health and safety policy	
Recruitment policy	
Policy and procedures for handling requests for information	
Complaints procedures	
Records management policy	Hardcopy

Data protection policy Hardcopy

Schedule of charges Hardcopy

Class 6 – Lists and Registers

Assets Register Hardcopy

Disclosure log (details of information provided in response to requests) Hardcopy

Register of members' interests TDBC Website
Hardcopy

Register of gifts and hospitality TDBC Website
Hardcopy

Class 7 – The services we offer

Allotments Website/Hardcopy

Street cleaning Hardcopy

Producing the Community News Hardcopy

Footpath maintenance Hardcopy

Seating, litter bins, and memorials Hardcopy

Cleaning of bus shelters Hardcopy

Working party at Netherclay Community Hardcopy

Woodland

Appointing a Tree Warden Hardcopy

Providing a Facebook page Hardcopy

Contact details:

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