



INFORMATION AVAILABLE UNDER THE MODEL PUBLICATION SCHEME

These documents were adopted by Barrow Parish Council at its meeting on 15th May 2017 and last reviewed in December 2020

Information to be published	How the information can be obtained	Cost
<p>Class 1 – Who we are and what we do</p> <p>Who's who on the Council and committees Contact details for Council Members and Clerk Location of main council office and accessibility details</p>	<p>a). Website b). Paper copy – contact Clerk c). Noticeboard</p>	<p>a). Free b). £0.10 per sheet c). Free</p>
<p>Class 2 – What we spend and how we spend it</p> <p>Annual Return form and audit report Finalised budget Precept Quarterly financial reports Members' allowances & expenses</p>	<p>a). Website b). Paper copy – contact Clerk</p>	<p>a). Free b). £0.10 per sheet</p>
<p>Class 3 – What our priorities are and how we are doing</p> <p>Annual Report / minutes of Parish Meeting</p>	<p>a). Website b). Paper copy – contact Clerk</p>	<p>a). Free b). £0.10 per sheet</p>
<p>Class 4 – How we make decisions</p> <p>Timetable of meetings Agendas of meetings Minutes of meetings Reports presented to council meetings Responses to consultation papers Responses to planning applications</p>	<p>a). Website b). Paper copy – contact Clerk</p>	<p>a). Free b). £0.10 per sheet</p>

<p>Class 5 – Our policies and procedures</p> <p>Procedural standing orders Financial regulations Risk management register Code of conduct Complaints handling policy Equal opportunities policy</p>	<p>a). Website b). Paper copy – contact Clerk</p>	<p>a). Free b). £0.10 per sheet</p>
<p>Class 6 – Lists and Registers</p> <p>Assets register Disclosure log (indicating the information provided in response to requests) Register of Members’ Interests</p>	<p>a). Website b). Paper copy – contact Clerk</p>	<p>a). Free b). £0.10 per sheet</p>
<p>Class 7 – The services we offer</p> <p>Whalley, Wiswell and Barrow Cemetery (via joint committee) Barrow Playing Field Seating, litter bins, green areas etc Newsletters Website</p>	<p>a). Website b). Paper copy – contact Clerk c). Visual inspection</p>	<p>a). Free b). £0.10 per sheet c). Free</p>

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Schedule of charges:

Type of charge	Description	Basis of charge
<p>Disbursement cost</p>	<p>Photocopying at £0.10 per sheet (black and white) Photocopying at £0.20 per sheet (colour) Postage</p>	<p>Actual cost Actual cost Actual cost of Royal Mail standard 2nd class</p>