

Langar cum Barnstone Parish Council Model Publication Scheme

Adopted 10-10- 2020

Reviewed & Approved 9th April 2026

Reference Number 2025-26-3012b

Review every three years or soon if required

Information available from Langar cum Barnstone Parish Council under the model publication scheme

1 Legal Governance Framework References

Langar cum Barnstone Parish Council complies with the following statutory requirements in relation to publication of information:

- Freedom of Information Act 2000
- Data Protection Act 2018 and UK GDPR
- Local Government Act 1972
- Local Government Transparency Code 2015
- Accounts and Audit Regulations 2015
- Equality Act 2010
- Environmental Information Regulations 2004

The Council will:

- Publish information in accordance with the ICO Model Publication Scheme
- Respond to requests for information within statutory timescales
- Ensure personal data is processed lawfully and securely
- Maintain accurate and up-to-date records
- Provide access to information unless exemptions apply

Information to be published	How the information can be obtained	Cost
Who we are and what we do		
Who's who on the Council	Hard copy available from Clerk By email Noticeboard Council Website	50p per sheet Free Free Free
Contact details for Parish Clerk and Council Members	Hard copy available from Clerk By email	50p per sheet Free

	Noticeboard Council Website	Free Free
Council Address	Hard copy available from Clerk By email Noticeboard Council Website	50p per sheet Free Free Free
Staffing Structure	Council Website	Free
What we spend and how we spend it		
Annual return form and report by auditor	Hard copy available from Clerk Council Website	50p per sheet Free
Finalised budget	Hard copy available from Clerk Council Website	50p per sheet Free
Precept	Hard copy available from Clerk Council Website	50p per sheet Free
Borrowing approval letter	Hard copy available from Clerk	50p per sheet
Financial Standing Orders and Regulations	Hard copy available from Clerk Council Website	50p per sheet Free
Grants given and received	Hard copy available from Clerk	50p per sheet
List of current contracts awarded and value of contract	Hard copy available from Clerk	50p per sheet
Councillors' allowances and expenses	N/A	

Information to be published	How the information can be obtained	Cost
What our priorities are and how we are doing		
Annual Report to Parish or Community Meeting	Hard copy available from Clerk Council Website	50p per sheet Free
How we make decisions		

Timetable of meetings	Hard copy Email Noticeboard Website	50p Free Free Free
Agenda of meetings	Hard copy Noticeboard Email Website	50p Free Free Free
Minutes of meetings	Hard copy Email Website	50p Free Free
Reports presented	Hard copy Email Website	50p Free Free
Responses to planning applications	RBC Website Email	Free Free
Our policies and procedures		
Standing orders, Financial regs, Code of Conduct	Hard copy / Website	50p / Free

Information to be published	How the information can be obtained	Cost
Policies and procedures for services		
Internal policies	Hard copy / Email	50p / Free
Complaints procedures	Hard copy / Email	50p / Free
Data protection policies	Hard copy / Email	50p / Free
Lists and Registers		
Asset Register	Hard copy / Website	50p / Free
Register of members interests	Monitoring Officer / RBC Website	Free
Services		
Parks and recreational facilities	Contact Clerk	
Seating, lighting, bins	Contact Clerk	

Contact details: Email: clerk@langarcumbarnstone-pc.gov.uk
Telephone: 07984075016

Signed (Chair)

Cllr J Crosby

Date