

Farnham with Stratford St Andrew Parish Council

Information available from the 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 Current information only <ul style="list-style-type: none">• Who's who on the council• Contact details for parish clerk• Contact details for council members• Details of accessibility to parish council	Available free on website address: https://farnhamwithstratfordstandrew.onesuffolk.net/parish-council Available free on noticeboards or hard copy from Clerk	
Location of parish council office and accessibility details	Contact the clerk via: Email: parishclerk.f@btinternet.com Mobile: 07436 434544	

Staffing structure	Clerk/RFO to the council Chair Deputy chair Water Monitoring Warden	
Class 2 – What we spend and how we spend it Current and previous year’s accounts Annual Governance and Accountability Return Form Internal Auditor’s Report Finalised budget Precept details Financial Standing Orders and Regulations Grants given and received List of current contracts awarded and value of contract Members’ allowances and expenses (if applicable)	Available free on website address: https://farnhamwithstratfordstandrew.onesuffolk.net/parish-council usually via Minutes or reports or ask for a hard copy from Clerk	
Class 3 – What our priorities are and how we are doing Annual Report to Parish Meeting	Available free on website or hard copy from Clerk	

<p>Policies and procedures for the provision of services and about the employment of staff:</p> <p>Records Management Policy</p> <p>Policies and procedures for handling requests for information</p> <p>Complaints procedures (including those covering requests for information and operating the publication scheme)</p> <p>Information security policy</p> <p>Records management policies (records retention, destruction and archive)</p> <p>Data protection policies</p> <p>Schedule of charges (for the publication of information)</p>		
<p>Class 6 – Lists and Registers</p> <p>Assets register</p> <p>Register of members’ interests</p> <p>Register of gifts and hospitality</p> <p>Disclosure log (indicating the information that has been provided in response to requests; recommended as good practice, but may not be held by parish councils)</p>	<p>On website or on request to parish council</p> <p>On Local Authority’s website</p> <p>On request to the clerk</p>	

Class 7 – The services we offer Allotments Seating, dog faeces bins Bus shelters	Details and information available from the parish clerk	
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Contact details:

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