

Information available from Llangynidr Community Council under the model publication scheme 2008

Information to be published	How the information can be obtained	Cost
Class1 - Who we are and what we do		
Who's who on the Council and its Committees	Notice board, website Hard copy – contact Clerk	Free 10p/sheet
Contact details for Council members	Hard copy – contact Clerk	10p/sheet
Class 2 – What we spend and how we spend it		
Annual return form and report by auditor	Notice board Hard copy – contact Clerk	Free 10p/sheet
Finalised budget	Hard copy – contact Clerk	10p/sheet
Precept	Hard copy – contact Clerk	10p/sheet
Financial Standing Orders and Regulations	Hard copy – contact Clerk	10p/sheet
Grants given and received	Hard copy – contact Clerk	10p/sheet
List of current contracts awarded and value of contract	Hard copy – contact Clerk	10p/sheet
Class 3 – What our priorities are and how we are doing		
Annual Community Meeting	Hard copy – contact Clerk	10p/sheet
Class 4 – How we make decisions		
Timetable of meetings	Notice board	Free
Agendas of meetings (as above)	Notice board Hard copy – contact Clerk	Free 10p/sheet
Minutes of meetings (as above) – nb this will exclude information that is properly regarded as private to the meeting.	Notice board Website Hard copy – contact Clerk	Free Free 10p/sheet
Reports presented to council meetings - nb this will exclude information that is properly regarded as private to the meeting.	Hard copy – contact Clerk	10p/sheet
Responses to consultation papers	Hard copy – contact Clerk	10p/sheet
Responses to planning applications	BBNPA website	Free

	Hard copy – contact Clerk	10p/sheet
Class 5 – Our policies and procedures	Hard copy – contact Clerk	10p/sheet
Policies and procedures for the conduct of council business: Procedural standing orders Code of Conduct	Hard copy – contact Clerk	10p/sheet
Policies and procedures for the provision of services: Policies and procedures for handling requests for information Complaints procedures (including those covering requests for information and operating the publication scheme)	Hard copy – contact Clerk	10p/sheet
Records management policies (records retention, destruction and archive)	Hard copy – contact Clerk	10p/sheet
Class 6 – Lists and Registers		
Assets Register	Hard copy – contact Clerk	10p/sheet
Register of members' interests, gifts and hospitality	Hard copy – contact Clerk	10p/sheet
Class 7 – The services we offer		
Seating, litter bins and lighting	Hard copy – contact Clerk	10p/sheet

Contact details:

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SCHEDULE OF CHARGES

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Printing and copying costs @ 10p per sheet (black & white)	Actual cost incurred
	Postage	Actual cost of Royal Mail standard 2 nd class