



Stoke Climsland Parish Council

Scheme of Publication

Stoke Climsland Parish Council believes there should be openness and transparency in all it does.

To this end it publishes on its website www.stokeclimslandparishcouncil.org all available information which does not compromise the terms of its GDPR policy. If hard copy documents are required, please write to the clerk to request them.

Information published	How it can be obtained
<i>Who we are and what we do</i>	
There are ten Councillors and one employee, the Parish Clerk	
Names and contact details are published	Website/hardcopy
<i>What we spend and how we spend it</i>	
Budget and audit documents are reported annually	Website/hard copy
Financial Regulations and Standing Orders.	Website/hard copy
Scheme of Delegation	Website/hardcopy
Monthly income and expenditure as part of the minutes	Website/hardcopy
Grants given are part of the minutes	Website/hardcopy
<i>What our plans are and how we are doing</i>	
Annual report to the Parish Meeting as part of the "Reports to the Parish Meeting" document (from 2021)	Website/hardcopy
Business Plan and Medium Term Financial Strategy	In preparation
<i>How we make decisions</i>	
Minutes and agendas for Council meetings (from 2019)	Website/hardcopy
Planning application responses	Website/hardcopy and Cornwall Planning website
<i>Our Policies and Procedures</i>	
Standing orders and financial Regulations	Website/hardcopy
Scheme of Delegation	Website/hardcopy
Code of Conduct	Website/hardcopy
Complaint handling procedure	Website/hardcopy
Dignity at Work Policy	Website/hardcopy
<i>Lists and registers</i>	
Asset Register	Website/hardcopy
Register of Members interests	Cornwall Council website

One copy of any document will be supplied free of charge to any resident of Stoke Climsland Parish

Multiple copies for any resident of the parish will be supplied on payment of the actual cost of printing and postage and packing

Any copies for any resident outside the Parish of Stoke Climsland or to any company or corporate body will only be supplied on payment of £25.00 for administrative expenses plus the actual cost of printing, postage and packing

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