

WADWORTH Parish Council

Publication Scheme under the Freedom of Information Act 2000

The purpose of this publication scheme is to be a means by which the council can make a significant amount of information available routinely. The scheme will ensure that the council will publish more information proactively, and help it to develop a greater culture of openness and transparency.

This authority's key responsibilities are to represent the electorate of its area, to take action within the legal framework and to provide a leadership focus for the community.

All items listed can be viewed, by appointment, and are also available as Hard Copy at a charge of 50p per A4 sheet or by Email with a small charge to cover the telephone cost. (This will depend on the volume of the amount requested e.g. One set of minutes the charge will be 10p)

All payments are to be made in advance. Requests to be made to the parish clerk Mr. K. G. Brough 29 St. Margaret's Road, Belle Vue, Doncaster DN4 5EL. Email kgbrough@bopenworld.com

Information	Information
Council Internal Practice & Procedure	Code of Conduct
Minutes of council Meetings (Limited to last two years) Procedural standing Orders Council's Annual Report Agenda (forthcoming meeting only)	Members' declaration of acceptance of office Members' register of interests
Periodic Electoral Review	Employment Practice and Procedure
Information relating to the last Periodic Electoral Review of the council area Information relating to the latest boundary review of the council area	Terms and conditions of employment Job Description
Audit & Accounts	Planning Documents
Annual return form (Last Years only) Annual Statutory Report by Auditor (Last Years only) Receipt/Payment books, receipt books of all kind, bank statements from all accounts (Last year only) Precept request (last year only) VAT records (last year only) Financial Standing Orders and regulations Assets Register Financial risk Assessment	Responses to planning applications

Keith G Brough
Clerk to Wadworth Parish Council
14th February 2003