

# Olivers Battery Parish Council

## Freedom of Information Act

### Information available from Olivers Battery Parish Council under the model publications scheme from 1<sup>st</sup> January 2009

<i>Information to be published</i>	<i>How the Information can be obtained</i>	<i>Cost</i>
<b>Class 1 – Who we are and what we do</b>		<b>See note</b>
List of Councillors, Parish Clerk and Representatives	Hardcopy on Parish Notice Board Parish Council web site	Nil
Contact information for Parish Clerk and Councillors	Hardcopy on Parish Notice Board Parish Council web site	Nil
<b>Class 2 – What we spend and how we spend it</b>		<b>See note</b>
Financial standing orders and regulations	Hard copy, by application to Parish Clerk	Nil
Annual statement of accounts	Hard copy at Annual Parish Meeting Parish Council web site (from May 2009)	Nil
Annual return form and report by auditor	Hard copy, by application to Parish Clerk	Nil
Finalised budget	Hard copy	Nil
Precept	Included in annual statement of accounts Hard copy published by Winchester City Council	Nil
Grants given and received	Included in annual statement of accounts	Nil
List of contracts awarded and value of contracts	Hard copy, by application to Parish Clerk	Nil
Members' allowances and expenses	Hard copy, by application to Parish Clerk	Nil

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<b>Class 3 – Our priorities and how we are doing</b>		<b>See note</b>
Annual Report to Parish Meeting	Minutes published in hard copy and on web site Report published in Community News. Hardcopy delivered to all households and on Community Association web site	Nil
Quarterly report on Parish Council activities	Community News column. Hard copy delivered to all households and on web site	Nil
Parish Appraisal 2001	Hard copy delivered to all households and on Parish Council web site	Nil
Village Design Statement 2008	Hard copy delivered to all households and on Parish Council web site	Nil
Community Strategy	Parish Council web site	Nil
Recreation Strategy	Parish Council web site	Nil
<b>Class 4 – How we make decisions</b>		<b>See note</b>
Timetable of meetings	Parish Council web site	Nil
Agendas for Parish council meetings	Hard copy at meetings and on Notice Board Parish Council web site	Nil
Approved Minutes of Parish council Meetings	Hard copy at meetings Parish Council web site	Nil
Reports presented to Parish Council meetings	Hard copy, by application to Parish Clerk	Nil
Responses to consultation papers	Hard copy, by application to Parish Clerk	Nil
Responses to planning applications	Hard copy, by application to Parish Clerk Summary included in minutes of meetings	Nil
Conditions of use for the Recreation Ground	Noticeboard at entrance to Ground Hard copy, by application to Parish Clerk	Nil
Management plan for Olivers Battery Ancient Monument	Hard copy draft, by application to Parish Clerk	Nil

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<b>Class 5 – Our policies and procedures</b>		<b>See note</b>
Standing orders for conduct of meeting	Hard copy, by application to Parish Clerk	Nil
Code of Conduct	Hard copy, by application to Parish Clerk	Nil
Complaints procedure	Hard copy, by application to Parish Clerk	Nil
Records management policy	Hard copy, by application to Parish Clerk	Nil
Data protection notification	Hard copy, by application to Parish Clerk	Nil
Freedom of information schedule	Hard copy, by application to Parish Clerk Parish Council web site	
<b>Class 6 – Lists and registers</b>		<b>See note</b>
Assets register	Included in annual statement of accounts	Nil
Disclosure log	Hard copy, by application to Parish Clerk	Nil
Register of members interests	Hard copy, by application to Parish Clerk	Nil
Register of gifts and hospitality	Hard copy, by application to Parish Clerk	Nil
<b>Class 7 – The services we offer</b>		<b>See note</b>
Parks, playing fields and recreational facilities	Hard copy, by application to Parish Clerk	Nil
Seating, litter bins, etc.	Hard copy, by application to Parish Clerk	Nil
Bus shelters	Hard copy, by application to Parish Clerk	Nil
Car park	Hard copy, by application to Parish Clerk	Nil

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**Contact Details:**

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**Note on Schedule of Charges:** Information will provided free of charge except where a large quantity is requested, in which case photocopying and postage will charged at cost.