

Information available from LANGTHORPE PARISH COUNCIL under the Model Publication Scheme 2008

Website address: www.langthorpe.net	How the information can be obtained	Cost
Class1 - Who we are and what we do	Tel: 07903 851419	
Who's who on the Council and its Committees	Website Parish notice boards Hardcopy – contact Clerk	Free 10p/sheet
Contact details for Parish Clerk and Council members	Website Parish notice boards Hardcopy – contact Clerk	Free 10p/sheet
Staffing structure	Website Parish notice boards Hardcopy – contact Clerk	Free 10p/sheet
Class 2 - What we spend and how we spend it Website address: www.langthorpe.net		
Annual return form (2014/2015) and report by auditor	Website Hard copy – contact Clerk	Free 10p/sheet
Finalised budget	Website Hardcopy – contact Clerk	Free 10p/sheet
Precept – No precept demanded for 2015/16	Hardcopy – contact Clerk	Free 10p/sheet
Financial Regulations Risk Assessment and Standing Orders	Website Hardcopy – contact Clerk	Free 10p/sheet
Grants 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 Website address: www.langthorpe.net	Tel: 07903 8514129	
Parish Plan - HBC - District Local Plan	www.harrogate.gov.uk 01423 556584	
Annual Report to Parish (Chairman's Report for Parish Meeting)	Website Hardcopy – contact Clerk	Free 10p/sheet
Class 4 - How we make decisions Website address: www.langthorpe.net		
Timetable of meetings	Website Hardcopy – contact Clerk	Free 10p/sheet
Agendas of meetings	Website Hardcopy – contact Clerk	Free 10p/sheet
Minutes of meetings	Website Hardcopy – contact Clerk	Free 10p/sheet
Reports presented to council meetings	Website Hardcopy – contact Clerk	Free 10p/sheet
Responses to consultation papers	Hardcopy – contact Clerk	Free 10p/sheet
Responses to planning applications	Website Hardcopy – contact Clerk	Free 10p/sheet
Class 5 - Our policies and procedures Website address: www.langthorpe.net	Tel: 07903 851419	
Policies and procedures for the conduct of council business and employment of staff:		Free
Procedural standing orders Finance Regulations Code of Conduct	Hard copy – contact Clerk	10p/sheet

Discipline and Grievance Policy Policy statements Media Policy		
Class 6 - Lists and Registers Website address: www.boroughbridge.org.uk	Tel: 01423 322956	
Any publicly available register or list • Register of electors	Available for inspection on application to the clerk	
Assets Register	Hard copy – contact Clerk	Free 10p/sheet
Register of members' interests	Hard copy – contact Clerk	10p/sheet
Class 7 - The services we offer Website address: www.langthorpe.net	Tel: 07903 851419	
Playing fields and recreational facilities	Website	Free
Seating, litter bins, memorials and lighting	Contact Clerk or Harrogate Borough Council www.harrogate.gov.uk 01423 556651 (litter bins)	
A summary of services for which the council is entitled to recover a fee, together with those fees (e.g. burial fees)	Website Hard copy – contact Clerk	Free 10p/sheet

Contact details:

**The Clerk,
10a Greenholme Close
Langthorpe
York
North Yorkshire
YO51 9G
Tel: 07903 851419**

Website address: www.langthorpe.net

Email address: langthorpeparishcouncil@gmail.com

SCHEDULE OF CHARGES

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying @ 10p per sheet (black & white)	Actual cost *
Postage		Actual cost of Royal Mail standard 2 nd class
Statutory Fee		In accordance with the relevant legislation (quote the actual statute)