

Priston Parish Council

FREEDOM OF INFORMATION ACT

Introduction

Under the Freedom of Information Act (“the Act”) it is the duty of every public authority to adopt and maintain a publication scheme. The Information Commissioner’s Office is changing the emphasis in the approval and operation of publication schemes to a generic model which must be adopted and operated by all public authorities from 1st January 2009.

Details of “the Act” can be found on the ICO’s website www.ico.gov.uk.

List of Clerks:

Christine Hunt

Clerk

1st January 2009 – 16th May 2016

Louise Callan

Clerk

29th July 2016 – 23rd July 2019

Jocelyn Nichols

Clerk

24th July 2019 - present

Updated: May 2020

FREEDOM OF INFORMATION ACT – 1 January 2009

Information available for Priston Parish Council under the Model Publication Scheme

CLASS 1 – Who we are –

Doug Pattison (Chairman), Underhill Cottage, Priston BA2 9EE

01761 470609: email doug@pristonpattisons.force9.co.uk

Robert Davies, Staddlestones, Priston BA2 9EE

01761 479330: email rdavies@cityengineering.com

Mrs Fiona Hassard, Old Rectory West, Priston BA2 9EF

07776280253: email fionahassard@yahoo.com

Peter Hopwood, (Vice Chairman) Old Byre, Priston BA2 9ED

07540889630: email p.hopwood@millwoodproducts.co.uk

Mrs Vicky Pai, Willow Barn, Priston, BA2 9EB

07788 647946: email Vicky.pai@icloud.com

John Lippiatt, Press Barrow Cottage, Priston, BA2 9EH

01761 471080: email john@lippiatt6@gmail.com

Bruce Clarke, Riparian, Priston, BA2 9EB

01761 470609: email bruce.clarke@care4free.net

The above Councillors were elected as a result of Local Elections held on 2nd May 2019.

PARISH CLERK: Ms Jocelyn Nichols, Laira, Priston, BA2 9EB,
01761 470638, 07734 069751 parishclerk@priston.org.uk

The registered address of the Parish Council is: Laira, Priston, Bath, BA2 9EB

The clerk can be contacted at reasonable hours during the day and evening.

CLASS 2 – What we spend and how we spend it –

Financial Year 2015/2016

Balance carried forward	£4,572
Precept received from District Council	£6,210
Council Tax Support Grant	£20
Defibrillator donation	£2,295
Balance + Total Receipts	£13,148
Total Expenditure	£7,639
Balance	£5,742

Financial Year 2016/2017

Balance carried forward	£5,742
Precept received from District Council	£6,000
Other receipts	£2,885
Balance + Total Receipts	£14,394
Total Expenditure	£9,240
Balance	£5,154

Financial Year 2017/2018

Balance carried forward	£5,154
Precept received from District Council	£6,120
Total other receipts	£1,556
Balance + Total Receipts	£12,830
Total Expenditure	£5,379
Balance	£7,435

Financial Year 2018/2019

Balance carried forward	£7,439
Precept received from District Council	£6,200
Total Other Receipts	£0
Balance and Other Receipts	£13,639
Total Expenditure	£8,672
Balance	£4,963

Financial Year 2019/2020

Balance carried forward	£4,963
Precept received from District Council	£6,400
Total Other Receipts	£2,611
Balance and Other Receipts	£13,974
Total Expenditure	£9,639
Balance	£4,335

All expenditure in excess of £100 is listed on the parish council web page at priston.org.uk.
Minutes and the accounts for the completed financial years are published on the Priston Website.

Copies of the Annual Return and Accounts are available from the clerk, charged at 10p per sheet.

CLASS 3 – What our priorities are and how we are doing

Parish Plan – No parish plan has been prepared within the parish

Annual Report – The Report presented to the Annual Parish Meeting is published on the Priston Website and can also be read in the minutes on application to the Clerk.

Quality Status – Does not apply to Priston Parish Council

CLASS 4 – How we make decisions

Decisions are made at meetings of the Parish Council and are recorded in the minutes, available to view on the priston.org.uk website.

Agendas are displayed on the Parish Council noticeboard approximately 3 days before each meeting and published on the Priston Website.

All meetings are held on Mondays commencing 7.00pm.

Six meetings are held each year plus the Annual Parish meeting, the Annual General meeting and Extraordinary meetings to consider Planning Applications.

CLASS 5 – Our policies and procedures

All Parish Councillors have signed, and annually confirm, that they accept the Code of Conduct.

Complaints procedure – all complaints received by the Chairman and Clerk are held on file by the Clerk.

Records management policies – all records are archived by the Clerk.

Schedule of charges for the publication of information – standard photocopying charges apply (ie currently 10p per sheet).

CLASS 6 – Lists and Registers

Assets Register – A register of Priston Parish Council's assets is available on the website, and in print, a copy of which is available on application.

Register of Members' Interests – the Register of Interests is available on the website.

Register of Gifts and Hospitality – there have been no gifts or offers of hospitality involving Priston Parish Councillors.

CLASS 7 – The Services we offer

The list of services in the Model Publication Scheme does not apply to Priston Parish Council. That is: Allotments; Burial grounds and closed churchyards; Community centres and village halls; Parks, playing fields and recreational facilities; Seating, litter bins, clocks, memorials and lighting; Bus shelters; Markets; Public conveniences; Agency agreements.

Jocelyn Nichols
Clerk
Priston Parish Council
26/5/2020