

SHAWBURY PARISH COUNCIL

PUBLICATION SCHEME

The Parish Council is a firm believer in an open policy approach to government and attempts to inform and involve parishioners in all aspects of Council business. It works within the Freedom of Information Policy – details of which can be found on the web site or obtained from the Clerk

With regard to publicity, the following actions are taken.

Dates and Venues of Meetings:

These are published at the start of each year and details placed on the Council notice board; the Council web site; in the Parish Newsletter and the Village Hall notice board.

Meetings:

The agenda and any relevant information, is published on the Council web site; on the Council notice board and on the Community notice board, at least five working days before the date of any planned meeting. Members of the public are invited to attend these meetings and have an opportunity, prior to the start of the official meeting, to comment on items on the agenda or raise issues of interest or concern.

Minutes:

Minutes of all Council meetings are published on the Council's web site and on the Council notice board. Draft minutes are normally published on the web site within fourteen days of the meeting.

News Items:

Relevant news items are published on the web site and in the Parish Newsletter and details sent to the local press. This gives parishioners an opportunity to respond either to a local Councillor or to the Parish Clerk.

Documents:

You will find on the web site, details of the Council's Standing Orders; Financial Regulations; the Code of Conduct and all policy documents, including a complaints policy. Copies of these can be obtained from the Parish Clerk. All these documents are regularly reviewed and updated.

Consultation:

Council Members make a determined effort to consult local parishioners on important policy issues and specific meetings are held if necessary. These meetings are held in the Village Hall and advertised on the web site, notice board and when time permits, in the Parish Newsletter. Written responses can be sent to the Parish Clerk by letter or email.

In the past consultation has taken place over planning Issues; highway and road safety problems; problems with dogs on the playing field; provision of faster broadband and planned projects.

Contributions from parishioners on all these issues have been welcomed by Members and have helped them in the decision making.