

INFORMATION AVAILABLE FROM THE VALE OF GRWYNEY COMMUNITY COUNCIL UNDER THE MODEL PUBLICATION SCHEME 2008

INFORMATION TO BE PUBLISHED	HOW THE INFORMATION CAN BE OBTAINED	Cost per Sheet (plus postage)
Class1 - Who we are and what we do		
Who's who on the Council and its Committees	Notice board/Web site Hard copy – contact Clerk	Free 10p/sheet
Contact details for Council Members	Noticeboard/Web Site Hard copy – contact Clerk	Free 10p/sheet
Class 2 – What we spend and how we spend it		
Annual return form and report by auditor	Notice board/Web Site Hard copy – contact Clerk	Free 10p/sheet
Finalised budget	Hard copy – contact Clerk	10p/sheet
Precept	Hard copy – contact Clerk	10p/sheet
Financial Standing Orders and Regulations	Web site Hard copy – contact Clerk	Free 10p/sheet
Grants given and 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		
Annual Report	Web site Hard Copy contact Clerk	Free 10p/sheet
Class 4 – How we make decisions		
Timetable of meetings	Notice board/Web site	Free
Agendas of meetings	Notice board/Web site Hard copy – contact Clerk	Free 10p/sheet
Minutes of meetings NB this will exclude information that is properly regarded as private to the meeting.	Notice board/Web Site/Crickhowell Library Hard copy – contact Clerk	Free 10p/sheet
Reports presented to council meetings NB this will exclude information that is properly regarded as private to the meeting.	Hard copy – contact Clerk	10p/sheet

Responses to consultation papers	Hard copy – contact Clerk	10p/sheet
Responses to planning applications	BBNPA website Hard copy – contact Clerk	Free 10p/sheet
Class 5 – Our policies and procedures	Hard copy – contact Clerk	10p/sheet
Policies and procedures for the conduct of council business: Procedural standing orders Code of Conduct	Web Site Hard copy – contact Clerk	Free 10p/sheet
Policies and procedures for the provision of services: Policies and procedures for handling requests for information Complaints procedures (including those covering requests for information and operating the publication scheme)	Web Site Hard copy – contact Clerk	Free 10p/sheet
Records management policies (records retention, destruction and archive)	Hard copy – contact Clerk	10p/sheet
Class 6 – Lists and Registers		
Assets Register	Hard copy – contact Clerk	10p/sheet
Register of members' interests, gifts and hospitality	Web site Hard copy – contact Clerk	Free 10p/sheet

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SCHEDULE OF CHARGES

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Printing and copying costs @ 10p per sheet (black & white)	Actual cost incurred
	Postage	Actual cost of Royal Mail standard 2 nd class

