

¹GREAT GLEN PARISH COUNCIL - Freedom of Information Act 2000 - Publication POLICY

Information available from Great Glen Parish Council under the Model Publication Scheme

Information may be requested from the Clerk in writing and will be made available **as soon as is practicable**

Information to be published	How info. may be obtained	Cost
<p>Class 1 – Who we are and what we do</p> <p><u>Contact Details :</u> Great Glen Parish Council, The Parish Office, Glendale House, 1 Church Road, Great Glen, Leicestershire LE8 9EF. Tel: (0116) 259 3004 Mobile : 07769 812203 Email: clerk@greatglen-pc.gov.uk Website: https://www.greatglen-pc.gov.uk/</p> <p>Parish Council of 11 Councillors All may be contacted through the parish office:</p> <ul style="list-style-type: none"> • Cllr B Glasper • Cllr Mr. T. Gascoigne • Cllr Mrs L J Andrews • Cllr A Duerden • Cllr A. Parrott • Cllr Mrs V Hawes • Cllr J Grudgings • Cllr Mrs J O’Neill • Cllr Mrs G Warden • Cllr K Russell • Cllr J Laird <p>Five Committees – Recreation; Planning ; Staffing; Finance and Policies here?</p> <ul style="list-style-type: none"> • Recreation : Cllrs. Grudgings, Andrews, Hawes, Parrott, Duerden O’Neill, Warden and Glasper, • Planning : Cllrs. Andrews, Glasper, Hawes, Parrott, Grudgings, Warden and Gascoigne • Staffing : Cllrs. O’Neill, Hawes, Glasper , Grudgings, and Gascoigne • Finance : Cllrs. Parrott, Glasper, Andrews O’Neill and Gascoigne • Policies: Cllrs. Andrews, Glasper; Hawes, Grudgings, O’Neill and Parrott <p>One Officer (Clerk to the Council), 4 part time staff (2x Part time admin assistant, a Communities Resources Officer and Cleaner) , all staff report to the Clerk to the Council (Mrs L A Sanderson)</p>	<p>Website and hard copy available in writing from the Clerk</p>	<p><i>15p per sheet A4 black and white only photocopy 30p per copy for colour. In addition an Admin charge of £25 per hour or part there of. , Minimum charge of £25 at council’s discretion.</i></p>

<p>Class 2 – What we spend and how we spend it</p> <p>Our standing Orders and Financial Regulations stipulate how money is spent</p> <p>Precept money is received from Harborough District Council</p> <p>Information available: Previous information available in archives</p> <ul style="list-style-type: none"> • Internal Auditors Report 2018/2019 + 2019/2020 • Annual returns from auditors 2018/2019 & 2019/2020 • Budget 2018/2019 & 2019/2020 • Approved Borrowing £20,000 over 20 years PWLB • Financial Regulations 20219 • Standing Orders • The Great Glen Neighbourhood Plan • <p>Grants received up until 31.09.2020 V E Day Celebration Grant £500 Summer Sports Training £4,700 Neighbourhood Planning Grant £1,500 Skate Park Refurbishment £4,093</p> <p>Grants given 2019/2020</p> <ul style="list-style-type: none"> • None <p>List of current contracts awarded and their value:</p> <ul style="list-style-type: none"> • Grounds, Garden and Tree Maintenance - £37,000 in 2019/20 • Dog waste bins - £1,500 approx. p.a. in 2019/20 • General Waste and Litter bins £2,000 <p>Members Allowances and expenses:</p> <ul style="list-style-type: none"> • Chairman’s allowance - £150.00 pa 		as above
<p>Class 3 – What our priorities are and how we are doing</p> <p>The main objective of the council is the new Community Hub building, This will be built on the site of the current Village Hall and Youth Club. The Parish Office will relocate there and hopefully the doctor’s surgery. Other Priorities are the Refurbishment of the Play Park</p>	As above	As above
	As above	As above
<p>Class 5 – Our policies and procedures</p> <p>Currently available policies/procedures for the conduct of Council business: Standing orders inc. Terms of Reference for Recreation, Staffing, Finance and Planning Committees please see website for all updated policies. Delegated Authority in respect of officers, stipulated in financial regulations. Code of conduct May 2020 adopted by Great Glen PC November 2020</p> <p>And Financial Regulations</p> <p>Policies and procedures for the provision of services/employment of staff:</p>	As above	As above

<ul style="list-style-type: none"> • Media Policy • Equal Opportunities Policy • Grants Policy • Statement of Internal Controls • Grievance & Disciplinary Procedure • Grant Application Policy • Job Descriptions • Health & Safety Policy • Freedom of Information Policy 		
<p>Class 6 – Lists and Registers</p> <p>Lists currently maintained :</p> <ul style="list-style-type: none"> • Assets register • Register of members interests • 	As above	As above
<p>Class 7 – The services we offer</p> <p>Information about the services we offer:</p> <ul style="list-style-type: none"> • Burial Grounds – regulations • Seating, litter bins, dog bins, clocks, memorials, lighting, grass cutting • Bus shelters • Youth Centre • Car Park • Changing Rooms • Christmas Lights Display • Agency agreement with Leicestershire County Council <p>Great Glen receives a fee for burials services and hire of the Youth centre</p>	As above	As above