

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

Clerk: Mrs Tracey Price, Garn Farm, Chapel Lawn, Bucknell, Shropshire. SY7 0BT
Tel: 01547 528575 E-Mail: pntc@hotmail.com

FREEDOM OF INFORMATION ACT 2000

ADOPTION OF MODEL PUBLICATION SCHEME (CORE CLASSES)

This is to inform all residents/electors in the Presteigne and Norton area that the above Scheme has been adopted by the Town Council and as such information held by the Council is available upon written request.

There is a basic charge for this information of 50p per A4 sheet. This charge to include all costs including the Clerk's time, paper, postage, copying costs etc. Information may be requested for the most recent two years only.

The Town Council believes in being as open as possible and in being accountable to local residents. It welcomes local interest and involvement in local government. In this regard its Minutes and Agendas are available in the town library and its Minutes are published on the town website – www.presteigne.org.uk/Town_Council.

The classes of information available on written request are :-

Council Minutes/Agendas

Code of Conduct Matters

Periodic Electoral Review

Employment Practice and Procedure

Planning Applications (Town Council responses only)

Audit and Accounts

The law states that requests must receive a response within twenty days. It should be noted that there are exceptions to the right for information such as personal records and commercially sensitive information such as tenders and quotations prior to the closing date.

Tracey Price
Town Clerk

May 2007