

ALNE PARISH COUNCIL

FREEDOM OF INFORMATION ACT POLICY

Alne Parish Council is a public authority under the provisions of the Freedom of Information Act 2000 ("FOIA 2000"). As such it is under a statutory obligation to make certain classes of information available to the public as part of its normal business activities.

To meet this requirement Alne Parish Council has adopted, without amendment or variation, the Information Commissioner's Model Publication Scheme ("MPS"). The MPS should therefore be read in conjunction with, and as an annex to, this FOIA Policy.

This is available on the ICO website at:

http://ico.org.uk/~media/documents/library/Freedom_of_Information/Detailed_specialist_guides/model-publication-scheme.pdf

(alternatively, a hard copy can be obtained from the Clerk to Alne Parish Council).

Alne Parish Council will only provide such information as is required by law, as stipulated in MPS section 2 headed "*Classes of Information*" and the FOIA 2000. This includes, but is not limited to, minutes of all meetings, details of Councillors' interests, responses to planning applications and financial and accounting information.

Alne Parish Council will provide information in line with the provisions of MPS section 3 headed "*The method...made available*". APC does not have its own website but will routinely publish certain information on the Alne Village website (<http://www.alnevillage.co.uk/>).

Alne Parish Council may charge for the provision of information where this cannot be freely provided on a website. For paper copies there will be a minimum charge of £5 for up to 5 pages plus 20 per sheet thereafter. Payment will be required prior to provision of information requested.

Any request for information under FOIA 2000 should be made to:

Nigel Knapton, the Clerk to the Alne Parish Council

4 Crabmill Lane, Easingwold, York YO61 3DE

T: 01347 821476

E: clerk@alneparishcouncil.uk

By adopting the MPS, Alne Parish Council's FOIA 2000 Policy does not require the specific approval of the Information Commissioner. This Policy will be subject to ongoing review as appropriate, and particularly should the provisions of the MPS be altered in any way.

Alne Parish Council, November 2018