

## MYDDLE AND BROUGHTON

### 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 here on the web site. With regard to publicity the following actions are taken.

#### Dates and Venues of Meetings:

These are published at the start each year and details placed on notice boards, on the Council web site and in the local parish magazine.

#### Meetings:

The agenda and any relevant information, is published on the Council web site and public notice boards at least five days before the date of any planned meeting. Members of the public are welcome 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 concern.

#### Minutes:

Minutes of all Council meetings are published on the Council's web site and from March 2015 draft minutes will be published within ten days of the meeting.

#### News Items:

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

#### Documents:

You will find here 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 on application 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 one of the Village Halls and advertised on the web site, notice boards and when time permits, in the Messenger. Written responses can be sent to the Parish Clerk by letter or email. In the past year consultation has taken place over: planning Issues; possible change of Council name; highway and road safety problems; provision of faster broadband and securing a loan to finance the upgrading of the parish streetlights.

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