

# BEGUILDY COMMUNITY COUNCIL

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Clerk: Mrs Tracey Price, Garn Farm, Chapel Lawn, Bucknell, Shropshire. SY7 0BT  
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## **FREEDOM OF INFORMATION ACT**

### **ADOPTION OF MODEL PUBLICATION SCHEME 1<sup>st</sup> JANUARY 2009**

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

There is a basic charge for this information of £5 as a minimum. This charge includes actual costs only and covers staff time (half hour), paper, photocopying and postage. Information may be requested for the most recent two years only.

The Community 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 on local Notice Boards and are published on the following website – [www.llink.org.uk](http://www.llink.org.uk)

The classes of information in the Scheme which must be available on written request are:-

- Who we are and what we do
- What we spend and how we spend it
- What our priorities are and how we are doing
- How we make decisions
- Our Policies and Procedures
- Lists and Registers
- The Services we offer

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  
**Community Clerk**

**January 2009**