



Heybridge Parish Council

STATEMENT OF PUBLIC TASK

This statement sets out the functions carried out by Heybridge Parish Council that are within the public task under the Re-use of Public Sector Information Regulations 2015 (the '2015 Regulations'.)

The Council operates under the terms of the Local Government Act 1972, Localism Act 2011, and other statutes, orders and regulations under which the Council have functions or responsibilities.

The Council public task comprises of:-

- Agendas and Minutes of the Parish Council
- Agendas and Minutes of the Planning Committee
- Agendas and Minutes of the Events Committee
- Agendas and Minutes of the Budget Committee
- Agendas and Minutes of the Personnel Committee
- Contact Details of Parish Councillors (addresses and email)
- Committee Structure and Representatives
- Annual Parish Council Reports
- Adopted Policies and Procedures
- Members Register of Interests (shared with Maldon District Council)
- Schedule of Meetings
- Financial Annual Return and Auditors Report
- Asset Register
- Village Design Statement of Heybridge Basin
- Responses to Planning Applications
- Responses to Consultations
- Heybridge Herald (quarterly magazine)
- Press Releases
- Information found on www.heybridgeparishcouncil.gov.uk website

The public task information is accessible free on the website and as a pdf or word document by email as identified in the Council's Freedom of Information Scheme.

The public task information is available for free re-use under the Open Government Licence.

This statement is regularly reviewed and is due to be considered again in September 2016.

If you have any queries on this public task statement, you can submit them to the Parish Council Clerk. If you have a complaint about the Council under the 2015 Regulations, you can submit your complaint to the Parish Council Clerk.

September 2015
Clerk