

# **Priston Parish Council**

## **FREEDOM OF INFORMATION ACT**

### **Introduction**

Under the Freedom of Information Act ("the Act") it is the duty of every public authority to adopt and maintain a publication scheme. The Information Commissioner's Office is changing the emphasis in the approval and operation of publication schemes to a generic model which must be adopted and operated by all public authorities from 1<sup>st</sup> January 2009.

**Details of "the Act" can be found on the ICO's website [www.ico.gov.uk](http://www.ico.gov.uk).**

### **List of Clerks:**

**Christine Hunt**

**Clerk**

**1<sup>st</sup> January 2009 – 16<sup>th</sup> May 2016**

**Louise Callan**

**Clerk**

**29<sup>th</sup> July 2016 – 23<sup>rd</sup> July 2019**

**Jocelyn Nichols**

**Clerk**

**24<sup>th</sup> July 2019 - present**

**Updated: February 2026**

### **FREEDOM OF INFORMATION ACT – 1 January 2009**

**Information available for Priston Parish Council under the Model Publication Scheme**

### **CLASS 1 – Who we are –**

Bruce Clarke (Chairman), Riparian, Priston, BA2 9EB

01761 470609: email [bruceclarke70@gmail.com](mailto:bruceclarke70@gmail.com)

Robert Davies, Staddlestones, Priston BA2 9EE

01761 479330: email [rdavies@staddlestones.net](mailto:rdavies@staddlestones.net)

Guy Davies, Milking Parlour, Priston BA2 9EF

07925709029: email [gdwdavies@gmail.com](mailto:gdwdavies@gmail.com)

Peter Hopwood, Old Byre, Priston BA2 9ED

07540889630: email [p.hopwood@millwoodproducts.co.uk](mailto:p.hopwood@millwoodproducts.co.uk)

Helen Burns (Vice Chairman), The Brambles, Priston, BA2 9EE

07837953430: email [54nellyb@gmail.com](mailto:54nellyb@gmail.com)

John Lippiatt, Press Barrow Cottage, Priston, BA2 9EH

01761 471080: email [john@lippiatt6@gmail.com](mailto:john@lippiatt6@gmail.com)

Nick Keppel-Palmer, Holt House, Priston, BA2 9EH

0774 786 3960: email [nick.keppelpalmer@gmail.com](mailto:nick.keppelpalmer@gmail.com)

The above Councillors were elected as a result of Local Elections held on 4<sup>th</sup> May 2023.

PARISH CLERK: Ms Jocelyn Nichols, Laira, Priston, BA2 9EB,  
01761 470638, 07734 069751 [parishclerk@priston.org.uk](mailto:parishclerk@priston.org.uk)

The registered address of the Parish Council is: Laira, Priston, Bath, BA2 9EB

The clerk can be contacted at reasonable hours during the day and evening.

## **CLASS 2 – What we spend and how we spend it –**

### Financial Year 2015/2016

Balance carried forward	£4,572
Precept received from District Council	£6,210
Council Tax Support Grant	£20
Defibrillator donation	£2,295
Balance + Total Receipts	£13,148
Total Expenditure	£7,639
Balance	£5,742

### Financial Year 2016/2017

Balance carried forward	£5,742
Precept received from District Council	£6,000
Other receipts	£2,885
Balance + Total Receipts	£14,394
Total Expenditure	£9,240
Balance	£5,154

### Financial Year 2017/2018

Balance carried forward	£5,154
Precept received from District Council	£6,120
Total other receipts	£1,556
Balance + Total Receipts	£12,830
Total Expenditure	£5,379
Balance	£7,435

### Financial Year 2018/2019

Balance carried forward	£7,435
Precept received from District Council	£6,200
Total Other Receipts	£0
Balance and Other Receipts	£13,639
Total Expenditure	£8,672
Balance	£4,963

### Financial Year 2019/2020

Balance carried forward	£4,963
Precept received from District Council	£6,400
Total Other Receipts	£2,611
Balance and Other Receipts	£13,974
Total Expenditure	£9,639
Balance	£4,335

### Financial Year 2020/2021

Balance carried forward	£4,335
Precept received from District Council	£6,700
Total Other Receipts	£2,845

Balance and Other Receipts	£13,880
Total Expenditure	£6,814
Balance	£7,066

#### Financial Year 2021/2022

Balance carried forward	£7,066
Precept received from District Council	£6,700
Total Other Receipts	£250
Balance and Other Receipts	£14,016
Total Expenditure	£5,151
Balance	£8,865

#### Financial Year 2022/2023

Balance carried forward	£8,865
Precept received from District Council	£7,102
Total Other Receipts	£6,927
Balance and Other Receipts	£22,894
Total Expenditure	£12,468
Balance	£10,426

#### Financial Year 2023/2024

Balance carried forward	£10,426
Precept received from District Council	£7,457
Total Other Receipts	£587
Balance and Other Receipts	£18,470
Total Expenditure	£10,346
Balance	£8,123

#### Financial Year 2024/2025

Balance carried forward	£8,123
Precept received from District Council	£7,829
Total Other Receipts	£112
Balance and Other Receipts	£16,064
Total Expenditure	£9,296
Balance	£6,769

#### Financial Year 2025/2026

Balance carried forward	£6,769
Precept received from District Council	£8,768
Total Other Receipts	£424
Balance and Other Receipts	£15,961
Total Expenditure	£8,358
Balance	£5,612

All expenditure in excess of £100 is listed on the parish council web page at [priston.org.uk](http://priston.org.uk). Minutes and the accounts for the completed financial years are published on the Priston Website.

Copies of the Annual Return and Accounts are available from the clerk, charged at 10p per sheet.

### **CLASS 3 – What our priorities are and how we are doing**

**Parish Plan** – No parish plan has been prepared within the parish

**Annual Report** – The Report presented to the Annual Parish Meeting is published on the Priston Website and can also be read in the minutes on application to the Clerk.

**Quality Status** – Does not apply to Priston Parish Council

## **CLASS 4 – How we make decisions**

Decisions are made at meetings of the Parish Council and are recorded in the minutes, available to view on the [priston.org.uk](http://priston.org.uk) website.

Agendas are displayed on the Parish Council noticeboard approximately 3 days before each meeting and published on the Priston Website.

All meetings are held on Mondays commencing 7.00pm.

Six meetings are held each year plus the Annual Parish meeting, the Annual General meeting and Extraordinary meetings to consider Planning Applications.

## **CLASS 5 – Our policies and procedures**

All Parish Councillors have signed, and annually confirm, that they accept the Code of Conduct.

Complaints procedure – all complaints received by the Chairman and Clerk are held on file by the Clerk.

Records management policies – all records are archived by the Clerk.

Schedule of charges for the publication of information – standard photocopying charges apply (ie currently 10p per sheet).

## **CLASS 6 – Lists and Registers**

Assets Register – A register of Priston Parish Council's assets is available on the website, and in print, a copy of which is available on application.

Register of Members' Interests – the Register of Interests is available on the website.

Register of Gifts and Hospitality – there have been no gifts or offers of hospitality involving Priston Parish Councillors.

## **CLASS 7 – The Services we offer**

The list of services in the Model Publication Scheme does not apply to Priston Parish Council. That is: Allotments; Burial grounds and closed churchyards; Community centres and village halls; Parks, playing fields and recreational facilities; Seating, litter bins, clocks, memorials and lighting; Bus shelters; Markets; Public conveniences; Agency agreements.

**Jocelyn Nichols**  
**Clerk**  
**Priston Parish Council**  
**03/2/2026**