



Frodsham

TOWN COUNCIL

PUBLICATION SCHEME

DATE PUBLISHED: 26/02/2026

UPDATE: ANNUALLY

This publication scheme commits the Council to make information available to the public as part of its normal business activities. The information covered is included in the classes of information mentioned below, where this information is held by the Council.

Class	Description	Information
1. Who we are and what we do	Organisational information, structures, locations, and contacts.	<ul style="list-style-type: none"> - Council - Committee member details - Location and accessibility of the main council office - Staffing structure
2. What we spend and how we spend it	Financial information relating to projected and actual income and expenditure, procurement, contracts, and financial audit.	<ul style="list-style-type: none"> - Annual return form and auditor's report - Budget & precept 2025-2026 - Budget & precept 2026-2027 - Finance Reports - Financial Regulations - Standing Orders - Grants awarded and received - Details of current contracts and their value - Members' allowances and expenses <p style="color: red;">No members allowances are paid. Any out of pocket expenses are recorded in the monthly finance records.</p>
3. What our priorities are and how we are doing	Strategies and plans, performance indicators, audits, inspections, and reviews.	<ul style="list-style-type: none"> - Frodsham Neighbourhood Plan 2024-2030 - Quality status - Civility & Respect Pledge
4. How we make decisions	Decision-making processes and records of decisions.	<ul style="list-style-type: none"> - Timetable of council meetings - Agendas, meeting packs and minutes of council, committee, and sub-committee meetings - Reports presented to council meetings:
5. Our policies and procedures	Current written protocols, policies, and procedures for delivering services and responsibilities.	<ul style="list-style-type: none"> - Policies and procedures for council services - Internal policies and procedures for staff and personnel matters - Equality and diversity policies - Health and safety policies - Records management policies (e.g., data protection, retention schedules)

Class	Description	Information
<p>6. Lists and registers</p>	<p>Information held in registers required by law and other lists and registers.</p>	<ul style="list-style-type: none"> - Asset register - Register of members' interests - Register of gifts and hospitality Neither the Council, its Councillors, nor its Officers have received any gifts during the period 01/04/2025 to date. - Gifts and Hospitality Policy 2025-2026
<p>7. The services we offer</p>	<p>Information about the services provided by the council.</p>	<ul style="list-style-type: none"> - Allotments - Cemetery - Parks - Open Spaces <p>Services for which the council is entitled to recover a fee:</p> <ul style="list-style-type: none"> - Burial Fees - Allotment Fees