



Binsted Parish Council
The Pavilion
The Street
Binsted GU34 4PB

19th December 2019

Dear

Re FOI 1/19

In response to your request we have carried out a review of all the information that you have requested with a number of stakeholders who may also have information pertaining to your request. After this review we have ascertained that to identify and retrieve all the information you have requested will vastly exceed the cost limitations set by the FOI act. The act sets a limit of £450 which accounts for 18 hrs of work. In ascertaining an estimate of how long it will take to answer your request we estimate this will exceed over 200hrs of work checking over 2000 emails or more. Due to the extremely broad nature of your request and the amount of information we would have to go through to identify information and answer your request. In this request we have tried to be as fair as possible to give you information relating to your request that is either publicly available via our website or physically accessible to any member of the public and I have pointed where you can find these below. All minutes are published on the internet from 2016. Prior to that date you have a right, as any member of the public does, to inspect the physical minutes which are kept at the council. If you would like physical copies of those minutes then we can do this but there would be a charge for the copying as per EHDC charging protocol.

We have also published information on our website in answering your request. Please see below.

Point 2

There are 11 ring binders of paperwork which would need to be looked at in full to ascertain information on items received, under FOI it is not for the Parish Council to evidence 3 quotes received. We have been fully audited by an independent auditor and assessed by HCC and have passed their audit with no issues within finance. We don't publish this information as the Parish Council is exempt under the Transparency Act (We are a Parish Council which has income or expenditure less than £200k)

Point 3

This is part of an overall contract agreed by the finance committee and then Full Council agreed the award after a full tender process. As this is now a contract with that business we are not required to get three quotes for all work undertaking within that contract.

Point 4

As point 3

Point 5

This is already publicly available and I refer you to minutes of Full Council. This information is published on the website.

Point 6

There were quotes provided for this contract. These will not be published because they are commercial in confidence. This matter was taken to Full Council, discussed and agreed in March 2015(15/488) and therefore publicly available.

Point 7

This is currently work in progress. All the work and payments which have been made have been agreed by Full Council and published, please see the financial items on all minutes. All information in relation to payments and work carried out are available in the published minutes.

Point 8/9

As per underlined part in point 7

Point 10

The last audited years (2018/19) expenses for staff members which we have now published on our website in answering your request.

Expenses Policy: Binsted Parish Council do not have a policy as it is not required. Mileage is claimed as per the standard HMRC rate. I refer you to their website.

Point 11

Any details of expenses made to yourself will have to be claimed under the Data Protection Act and not FOI. For your information we have checked and it appears to us that there are no claims.

Publication Scheme-re Binsted Parish Council, information is available on the website as per I.C.O. guidance

If you are not satisfied with the response or you wish to complain about any aspect of the handling of your request you may apply for an independent internal review by contacting the Chair of Binsted Parish Council ron.neil@binstedparishcouncil.org.uk

Please note that any request for an internal review must be made within 40 working days.

If you remain dissatisfied following an internal review you may take your complaint to the Information Commissioner under provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the internal review process has been completed. Further details can be found on the Commissioner's website- ico.org.uk

Finally, your request will be anonymised and published on the Binsted Parish Council website along with this response in compliance with its publication scheme.

Yours Sincerely

Sue Hodder
Clerk Binsted Parish Council