



West Monkton Parish Council

Publication Scheme

Information	How the information can be obtained	Cost
Class One –	Who we are and what we do	
Contact details for Parish Clerks and Council members	Website – click here Hard copy – contact Clerk	Free 10p per A4 sheet
Contact details for Council members	Website – click here Hard copy – contact Clerk	Free 10p per A4 sheet
Class Two –	What we spend and how we spend it	
2026/27 Budget	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2026/06/202627-Budget.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2026/27 Tenders and Contracts	Website - https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2026/05/Contracts-and-Tenders-202627-Updated-12th-May-2026.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2025/26 Budget	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/03/202526-Budget.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2025/26 Tenders and Contracts	Website - https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/10/Contracts-and-Tenders-2025-Updated-31st-March-2026.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2025/26 Quarter 1 Over £500.00 spend report	Website - https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/07/202526-Quarter-1-500-Spend-Report-1.pdf Hard copy - contact Clerk	Free 10p per A4 sheet
2025/26 Quarter 2 Over £500.00 spend report	Website - https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/07/202526-Quarter-2-500-Spend-Report.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2025/26 Quarter 3 Over £500.00 spend report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2026/01/202526-Quarter-3-500-spend-report.pdf Hard copy – contact Clerk	Free 10p per A4 sheet

2025/26 Quarter 4 Over £500.00 spend report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2026/04/Quarter-4-500-Spend-Report.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2024/25 Annual Return	Website - https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/09/Certified-and-audited-accounts-202425-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2024/25 Community Infrastructure Levy Annual Report	Website - https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/09/CIL-Annual-Report-202425-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2024/25 Quarter 1 Over £500.00 spend report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/04/Q4-500-spend-report-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2024/25 Quarter 2 Over £500.00 spend report	Website - https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/04/Q2-500-spend-report.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2024/25 Quarter 3 Over £500.00 spend report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/04/Q3-500-spend-report.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2024/25 Quarter 4 Over £500.00 spend report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/04/Q4-500-spend-report-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2023/24 Annual Return	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2024/09/Certified-AGAR-202324-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2023/24 Community Infrastructure Levy Annual Report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2024/10/CIL-Annual-Report-202324-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2022/23 Annual Return	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2023/09/Certified-AGAR-202223-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2022/23 Community Infrastructure Levy Annual Report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2023/09/CIL-annual-report-202223-2.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2021/22 Annual Return	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2023/09/Certified-AGS-AS-and-External-Audit-Report.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2021/22 Community Infrastructure Levy Annual Report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2023/09/CIL-Annual-Report-2021.2022-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet

Parish Council Standing Orders	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/04/Annual-Report-202425-compressed.pdf Hard copy – contact clerk	Free 10p per A4 sheet
Parish Council Financial Regulations	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/06/Financial-Regulations-202627.pdf Hard copy – contact clerk	Free 10p per A4 sheet
Members' allowance and expenses 2022/23 Members' allowance and expenses 2023/24 Members' allowance and expenses 2024/25 Members' allowance and expenses 2025/26 Members' allowance and expenses 2026/27	Not available – none claimed	
Class Three –	What our priorities are and how we are doing	
Strategic Plan 2026	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/04/Strategic-Plan-2024-to-2027-Updated-2026.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2026 Annual Report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2026/04/Annual-Report-202526-Final_compressed.pdf Hard copy – contact Clerk	
2025 Annual Report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2025/04/Annual-Report-202425-compressed.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2024 Annual Report	Website https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2024/03/Annual-Report-2024-Final-1.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
2023 Annual Report	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2023/04/Annual-Report-2023-Final.pdf Hard copy – contact Clerk	Free 10p per A4 sheet
Class Four –	How we make decisions	
Decisions – (All decisions are made by the full Parish Council and are listed as agenda items and recorded in the minutes).	Website – https://westmonktonparishcouncil.gov.uk/parish-council/parish-council-meetings/ Hard copy – contact clerk	Free 10p per A4 sheet

Timetable of meetings	Parish Council meetings take place on the second and fourth Tuesday (except August and December) of the month at 7.00pm in Brittons Ash Community Hall	
Agendas of meetings	Website – https://westmonktonparishcouncil.gov.uk/parish-council/parish-council-meetings/ Hard copy – contact Clerk	Free 10p per A4 sheet
Minutes of meetings	Website – https://westmonktonparishcouncil.gov.uk/parish-council/parish-council-meetings/ Hard copy – contact Clerk	Free 10p per A4 sheet
Responses to planning applications (Recorded in minutes of meetings)	As above	
Class 5 –	Our Policies and Procedures	
Reserves Policy Financial regulations Standing Orders Code of Conduct Risk Management and Assessment Complaints / Disciplinary / Grievance Policy Training Policy Grant Policy Privacy Policy Working Party Protocol Vexatious Complaints Policy Health and Safety Policy CCTV Policy Equality and Diversity Policy Volunteer Policy Whistleblowing Policy Safeguarding Policy IT Policy Grant Policy for Young People Lone Working Policy Communications and Engagement Policy	Website – https://westmonktonparishcouncil.gov.uk/parish-council/documents/ Hard copy – contact Clerk	Free 10p per A4 sheet
Class Six –	Lists and Registers	

Assets register	Website – https://westmonktonparishcouncil.gov.uk/wp-content/uploads/2026/04/Asset-Register-at-31st-March-2026.xlsx Hard copy – contact Clerk	Free 10p per A4 sheet
Register of gifts and hospitality	Not available – none declared.	
Class 7 –	The Services we offer	
Brittons Ash Community Hall - https://westmonktonparishcouncil.gov.uk/bach/		
Community Fridge - https://westmonktonparishcouncil.gov.uk/community/community-projects/		
Community Garden - https://westmonktonparishcouncil.gov.uk/community/community-projects/		
Community Café		
Stay and Play Group		
Bereavement Group		
Repair Café		
Youth Café		
Maidenbrook Country Park and Somerset Wood – www.maidenbrookcountrypark.org.uk		
Sports Pitches - https://westmonktonparishcouncil.gov.uk/sports-pitches/		
Allotments		
Monkton Matters Community Website – www.monktonmatters.co.uk		
Additional Information		
Information about Neighbourhood Plan	Website – https://westmonktonparishcouncil.gov.uk/neighbourhood-plan/ Hard copy – contact clerk	Free 10p per sheet

Contact Details:

Amy Shepherd – Clerk of the Council

West Monkton Parish Council

Brittons Ash Community Hall, Bridgwater Road, Bathpool, Taunton, TA2 8FT.

07380912775

clerk@westmonktonparishcouncil.gov.uk

www.westmonktonparishcouncil.gov.uk

Information Requests :

You have the right to ask us for recorded information on any subject under the Freedom of Information Act 2000 (FOIA), and the Environmental Information Regulations 2004 (EIR).

If you are unable to find information through our Publication Scheme (above) or our responses, you can write to us to request the information.

You must make your Freedom of Information request in writing.

Under the EIR you can make your request verbally, or in writing, and it is good practice for us to confirm your request in writing to make sure we have understood it properly.

All requests must contain :

- Your name and address for correspondence
- A description of the information you require