

A member of the public raised the issue of a number of errors and inaccuracies in the approved minutes for April's Parish Council Meeting and usefully asked whether the Parish Council were aware of the latest requirements of '*The Smaller Authorities (Transparency Requirements) (England) Regulations 2015*' which, from April 2015, were understood to require the following from Parish Councils:

- 1. That draft minutes from all formal meetings should be published [on the Parish Council website] not later than one month after the meeting has taken place, and*
- 2. Meeting agendas and background papers should be published [on the Parish Council website] no later than three clear working days before the meeting is taking place*

As there are a significant number of other requirements (including publishing the Annual Accounts, Annual Governance Statement & Internal Audit Report on the website by 1st July latest, the treatment of employee/s, etc.) which require on-going monitoring or co-ordination they helpfully suggested that a further role of 'Compliance' be added to current Councillor responsibilities to ensure adherence to these mandatory requirements.

They added that, with the immediate need to publish considerable information on the Parish Website, it was considered unfair to expect the Webmaster to maintain this - and that he cannot be held accountable anyway. It was pointed out that the downloading of information to the website is not a difficult task after short familiarisation.