

HURN PARISH COUNCIL

FREEDOM OF INFORMATION POLICY

Adopted 9 March 2026

1. The Parish Council is committed to complying with the provisions of the Freedom of Information Act 2000 and associated legislation. This provides a general entitlement to information the Council holds to any person subject to exemptions and conditions laid down by law.
2. This policy applies to all recorded information the Council holds regardless of how it was created or received. It applies regardless of the media the information is stored in whether the information may be on paper, held electronically or as an audio recording. The Act is fully retrospective. Dealing with requests the Parish Council offers advice and assistance to anybody who wishes to make a Freedom of Information (FOI) request. The Council is committed to dealing with requests within the statutory timescales of no more than 20 working days. This can be extended in specific circumstances on legal advice. However, the Council is committed to providing a prompt service.
3. The council will claim exemptions as appropriate whilst maintaining a commitment to openness, scrutiny and the public interest and will inform the FOI applicant when exemptions have been applied. Where appropriate, requests in writing will be treated as Freedom of Information requests. There is no need for requests to indicate they are made under the Act. The Council reserves the right to refuse requests where the cost of supply of the information would exceed the statutory maximum.

4. Contact Details

Hurn Parish Council - email address Clerk@hurnparishcouncil.gov.uk.