

OVERVIEW

In February 2015 the Local Government Transparency Code was introduced. This places a duty on Cringleford Parish Council to publish the following specified data at regular intervals:

Quarterly:

- Expenditure over £500 incl. VAT - tab 1
- Invitations to tender for goods or services over £5,000 - tab 3
- Contracts with a value of over £5,000 - tab 4

Annually

- Details of all land and building assets - web page
- Social housing asset value - not applicable
- Grants to voluntary, community or social enterprise organisations - tab 5
- Staffing chart - web page
- Trade union facility time - not applicable
- Parking account and spaces - not applicable
- Senior salaries above £50,000 - not applicable
- Constitution - not applicable
- Pay multiple - not applicable
- Fraud - not applicable

One-Off:

- Waste collection contracts - tab 6

EXPENDITURE OVER £500

Unrecoverable

| Cheque Ref | Transaction Detail | Date Paid | Net Amount £ | VAT | Payee Name |
|-------------------|-----------------------------|------------------|---------------------|------------|-------------------------|
| DD | Pavilion electricity | 09/04/2016 | 488.94 | | Southern Electric |
| 473 | Annual subs | 14/04/2016 | 516.13 | | Norfolk ALC |
| | IT support | 14/04/2016 | 520 | | Adept IT Solutions |
| DD | Fell ash trees / picus test | 14/04/2016 | 570 | | Eastern Tree Care |
| DD | Annual dog bin empty | 14/04/2016 | 441.98 | | South Norfolk Council |
| 497 | Monthly charges | 14/04/2016 | 506.93 | | TT Jones |
| 499 | Tractor repairs | 14/04/2016 | 453.73 | | Ben Burgess |
| 502 | TWC energy cost | 23/04/2016 | 514.44 | | E-ON |
| 512 | Annual insurance premium | 12/05/2016 | 5726.76 | | Zurich |
| 524 | Works in plant room | 14/05/2016 | 736.53 | | KGB Commercial |
| 528 | Hedge cutting | 14/05/2016 | 1050 | | Vincent Bunn |
| 540 | TWC electricity | 23/05/2016 | 457.92 | | E-ON |
| 541 | Monthly streetlighting | 09/06/2016 | 428.78 | | TT Jones |
| 546 | Tractor service | 09/06/2016 | 479.71 | | Richard Trudgill Mowers |
| 557 | Tractor flail arm | 09/06/2016 | 9290 | | Scambler & Sons |
| | John Deere tractor | 42530 | 23995 | | Scambler & Sons |

PROCUREMENT CARD

| Date of transaction | Dept. incurring expenditure | Beneficiary | Purpose of expenditure | Amount | VAT that cannot be recovered |
|----------------------------|------------------------------------|--------------------|-------------------------------|---------------|-------------------------------------|
| 23/05/2016 | Willow Centre | Argos | Mugs | 7.98 | 0 |
| 23/05/2016 | Parish | Land Registry | Land search | 39.95 | 0 |
| 23/05/2016 | Parish | Staples | Storage for year-end | 15.39 | 0 |
| 23/05/2016 | Willow Centre | Booking Bug | Monthly booking system cost | 24.95 | 0 |
| 22/06/2016 | Parish | Booking Bug | May fee | 29.94 | 0 |
| 23/06/2016 | Willow Centre | A C Leigh | Keys for new keyholders | 76.85 | 0 |
| 23/06/2016 | Parish | Post Office | stamps | 23.37 | 0 |
| 23/06/2016 | Parish | Stamps Direct | finance stamp | 42.05 | 0 |

INVITATIONS TO TENDER

| Reference Number | Title | Description of goods or services sought | Start, end and review dates | Local authority department responsible |
|------------------|-------|---|-----------------------------|--|
|------------------|-------|---|-----------------------------|--|

N/A

| CONTRACTS OVER £500 | | | | | |
|---|--|----------------------------------|---------------------------------------|-------------------------------------|---|
| Local authority department responsible | Description of goods or services being provided | Supplier Name and Details | Annual Spend on Contract (net) | VAT that cannot be recovered | Invitation to Quote or Published Tender? |
| | | | | | |

N/A

GRANTS

| Date grant was awarded | Time period of grant | Dept awarding grant | Beneficiary | Beneficiary Registration Number | Purpose of grant | Amount |
|-------------------------------|-----------------------------|----------------------------|--------------------|--|-------------------------|---------------|
|-------------------------------|-----------------------------|----------------------------|--------------------|--|-------------------------|---------------|

N/A

WASTE

| Local authority department responsible | Description of goods or services being provided | Supplier Name and Details | Annual Spend on Contract (net) | VAT that cannot be recovered | Invitation to Quote or Published Tender? |
|---|--|----------------------------------|---------------------------------------|-------------------------------------|---|
| Cringleford Parsh Council | Waste collection | South Norfolk Council | £565 | 0 | Invitation |
| Cringleford Parsh Council | Sanitary waste collection | Think Hygiene | £150 | 0 | Invitation |
| Cringleford Parsh Council | Dog bin emptying | South Norfolk Council | £530.38 | 0 | Invitation |