

## 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
- Procurement card transactions - tab 2
- 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

					Unrecoverable	
Cheque Ref	Transaction Detail	Date Paid	Net Amount £	VAT	Payee Name	
DD	Gas	04/10/2017	858.67	0	Gazprom	
49	White line & fertiliser	12/10/2017	594	0	Rigby Taylor	
60	Audit Fee	12/10/2017	800	0	Mazars LLP	
61	Maintenance	12/10/2017	1306.75	0	TT Jones	
63	Apprentice Laptop	12/10/2017	550	0	Adept IT Solutions	
84	Column replacements	09/11/2017	9465.4	0	TT Jones	

**PROCUREMENT CARD**

<b>Date of transaction</b>	<b>Dept. incurring expenditure</b>	<b>Beneficiary</b>	<b>Purpose of expenditure</b>	<b>Amount</b>	<b>VAT that cannot be recovered</b>
23/10/2017	Willow Centre	Amazon	Safety Shoes	32.63	0
23/10/2017	Willow Centre	Amazon	Safety Shoes	20.99	0
23/10/2017	General	Post Office	Stamps	13.44	0
23/10/2017	Willow Centre / Pavilion	Clear Hygiene	Toilet Roll	31.24	0
23/10/2017	Willow Centre	Norfolk County Council	Signs for TWC	393.62	0
23/10/2017	General	Office Furniture Online	Noticeboard	462.65	0
23/10/2017	General	poobagsdirect.com	Poo bags	17.49	0
22/11/2017	Willow Centre	Disclosure Scotland	Staff disclosure	25	0
22/11/2017	Pavilion / TWC	Amazon	Toilet paper	79.42	0
22/11/2017	Willow Centre	Maplin	DVD and deck	95.82	0
27/12/2017	Pavilion	Amazon	Toilet paper	39.98	0
27/12/2017	General	A C Leigh	Keys	35.8	0
27/12/2017	General	Rhino Security	Bollard key	12	0
27/12/2017	General	A C Leigh	Keys	31.25	0
27/12/2017	General	Norton	Norton security	49.99	0
27/12/2017	Willow Centre	Amazon	Kitchen towel	18.9	0
27/12/2017	General / TWC	Tesco	Stamps	20.16	0
27/12/2017	Willow Centre	Amazon	VGA adaptor	9.98	0

**INVITATIONS TO TENDER**

<b>Reference Number</b>	<b>Title</b>	<b>Description of goods or services sought</b>	<b>Start, end and review dates</b>	<b>Local authority department responsible</b>
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N/A

**CONTRACTS OVER £500**

<b>Local authority department responsible</b>	<b>Description of goods or services being provided</b>	<b>Supplier Name and Details</b>	<b>Annual Spend on Contract (net)</b>	<b>VAT that cannot be recovered</b>	<b>Invitation to Quote or Published Tender?</b>
CPC	Streetlighting maintenance	TT Jones	£1,809	0	Invitation to quote

**GRANTS**

<b>Date grant was awarded</b>	<b>Time period of grant</b>	<b>Dept awarding grant</b>	<b>Beneficiary</b>	<b>Beneficiary Registration Number</b>	<b>Purpose of grant</b>	<b>Amount</b>
14/12/2017	N/A	Full Council	Cringleford PCC	N/A	Churchyard maintenance	£350

**WASTE**

<b>Local authority department responsible</b>	<b>Description of goods or services being provided</b>	<b>Supplier Name and Details</b>	<b>Annual Spend on Contract (net)</b>	<b>VAT that cannot be recovered</b>	<b>Invitation to Quote or Published Tender?</b>
Cringleford Parsh Council	Waste collection - TWC	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
Cringleford Parsh Council	Nappy bin emptying	Think Hygiene	£176	0	Invitation
Cringleford Parsh Council	Waste collection - Pavilion	South Norfolk Council	£270	0	Invitation