

# MIDDLETON ST. GEORGE PARISH COUNCIL

## TRANSPARENCY CODE 2017-18

### 1. Background

The Parish Council at its meeting held on the 11<sup>th</sup> September, 2017 agreed that, although the Transparency Code does not apply to the Parish Council, it would nevertheless publish information on its website to comply with the Transparency Code and the information to be published would be as follows:

- Annual publication of all expenditure transactions or a separate document giving expenditure transactions above £100.
- Publication of year end accounts according to the format included in the annual return form.
- Publication of the Annual Governance Statement.
- Publication of the Internal Audit Report.
- Procurement information
- Grants to voluntary, community and social enterprise organisations.
- Salaries.

### 2. Information to be published

#### 2.1 Expenditure above £100

##### April 2017 to March 2018

##### April 2017

Decorator for work on the exterior of the Parish Council offices	£700.00
Section 137 grant to Middleton St. George Cricket Club for a new pavilion roof	£1,500.00
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

##### May 2017

Half Yearly Rent for Belle View Allotments	£125.00
Durham Association of Local Councils and NALC Annual Subscription	£579.03
Gully Work in the Water Park	£1,475.00
Contractor payment for creating a concrete car park in front of the Parish Council offices	£2,856.00
Grounds Maintenance Contractor. Monthly payment.	£666.41
Annual Internal Auditor's Fee	£125.00
Giant hogweed Spraying at The Front, Middleton One Row	£200.00
Annual Insurance Premium	£1,192.75
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

##### June 2017

Footpaths and boat club car park construction and surfacing in the Water Park	£9,840.00
Quarterly Electricity supply to the Parish Council offices	£226.55
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

### July 2017

Reimbursement to Councillor for purchasing paint for painting the Parish Council Meeting Room	£265.72
HM Revenue and Customs PAYE February to April 2017	£419.40
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

### August 2017

Grounds Maintenance Contractor. Two monthly payment	£1,332.82
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

### September 2017

External Audit Fee	£396.00
Grounds Maintenance Contractor. Monthly payment	£666.41
HM Revenue and Customs PAYE May to July 2017	£419.40
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

### October 2017

Quarterly electricity supply to the Parish Council Offices	£228.59
Gas Payment (A reimbursement was made for the overcharge)	£171.00
Heavy Duty Bin bags for the Litter Picker and Anti Virus for Lap Top	£117.19
Grounds Maintenance Contractor. Monthly payment	£666.41
Tree Survey on The Front at Middleton One Row	£216.00
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

### November 2017

Northumbria in Bloom 2018 Entry Fee	£125.00
Section 137 Grant to St. Teresa's Hospice for the Rotary Club Christmas Tree Collections in the village	£100.00
Section 137 Contribution to Middleton St. George Community Centre for the Christmas Event	£500.00
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

### December 2017

Grounds Maintenance Contractor. Two Monthly payments	£1,332.82
Half Yearly Rent for Belle View Allotments	£125.00
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

### January 2018

HM Revenue and Customs PAYE August to October 2017	£419.40
Litter Picker's Pay	£510.00

### January 2018

Clerk's Pay	£559.80
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Grounds Maintenance Contractor. Monthly payment	£666.41
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## February 2018

Darlington Borough Council Election Costs	£5,645.14
Website Training	£300.00
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

## March 2018

HM Revenue and Customs PAYE November 2017 to January 2018	£419.40
Grounds Maintenance Contractor. Two Monthly payments	£1,332.82
Litter Picker's Pay	£510.00
Clerk's Pay	£559.80

## 2.2 Publication of the Year End Accounts

Please see the Annual Governance and Accountability Return (AGAR) Form.

## 2.3 Publication of the Annual Governance Statement

Please see the Annual Governance and Accountability Return (AGAR) Form.

## 2.4 Publication of the Internal Audit Report.

Please see the Annual Governance and Accountability Return (AGAR) Form.

## 2.5 Procurement Information

The code requires that local authorities must publish details of every invitation to tender for contracts to provide goods and/or services with a value that exceeds £5,000.

Three quotations were obtained for the Footpaths and boat club car park construction and surfacing in the Water Park.

The Grounds Maintenance Contract was taken out for the period 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2019.

## 2.6 Grants to voluntary, community and social enterprise organisations

The following Section 137 grants were made:

To Middleton St. George Cricket Club for a new pavilion roof	£1,500.00
To St. Teresa's Hospice for the Rotary Club Christmas Tree collections in the village	£100.00
To Middleton St. George Community Centre for the Christmas Event	£500.00

## 2.7 Salaries

Clerk £6,717.60 per year

Litter Picker £6,120.00 per year

Cleaner £840.00 per year.