

MIDDLETON ST. GEORGE PARISH COUNCIL

TRANSPARENCY CODE

1. Background

The Parish Council at its meeting held on the 11th 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 on the Website for the 2019-20 Financial Year

2.1 Expenditure above £100

1st April, 2019 to the 31st March, 2020

April 2019

Defibrillator Cabinet	£557.94
Grounds Maintenance Contractor December 2018, January 2019 and March 2019	£2,039.49
Water Park Lighting Repair	£142.61
Section 137 Grant. Middleton St. George Gardens and Allotments Association	£100.00
Litter Picker's Pay	£558.28
Clerk's Pay	£654.72

May 2019

Neighbourhood Development Plan Consultant's Fee	£840.00
County Durham Association of Local Councils and the NALC Annual Subscription	£588.02
Litter Picker's Pay	£558.28

May 2019

Clerk's Pay	£654.72
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June 2019

Internal Auditor's Free	£125.00
Came and Company Insurance Renewal 2019-20	£1,159.10
HM Revenue and Customs. Clerk's PAYE November 2018 to June 2019	£1,203.84
MSG in Bloom. Payment for seeds, plants, seating and paving	£158.35

July 2019

Litter Picker's Pay June 2019	£558.28
Clerk's Pay June 2019	£654.72
Belle Vue Allotments Rent	£125.00
Litter Picker's Pay July 2019	£558.28
Clerk's Pay July 2019	£654.72

August 2019

HM Revenue and Customs Clerk's PAYE July 2019	£163.68
Litter Picker's Pay	£558.28
Clerk's Pay	£654.72

September 2019

Mazars LLP External Audit	£408.00
Reservoir Engineer's Report on the Water Park Reservoirs	£3,300.00
Neighbourhood Development Plan. Consultant's Fee	£1,500.00
Bus Shelter Garden. Benches, Paving Stones and Laying Paving Stones	£237.87
Litter Picker's Pay	£558.28
Clerk's Pay	£654.72

October 2019

Grounds Maintenance Contractor. April to September 2019. This payment was returned to the Parish Council because of bank mandate problems and this payment was cancelled.	£2,315.14
Professional Fee for a Planning Inquiry	£1,820.00
Professional Fee for a Planning Inquiry	£1,800.00
Neighbourhood Development Plan. Consultant's Fee	£840.00
Tree Work in the Water Park	£150.00
Barclaycard Commercial. Laptop Anti Virus Subscription £89.99, Freedom Scroll Frame £2.24, Information Officer's GDPR Fee £40.00 and Amazon Prime Fee £7.99 which was	

October 2019

not requested and not needed. The Fee was reimbursed to the Parish Council in November 2019.	£140.22
HM Revenue and Customs. Clerk's PAYE. August and September 2019.	£327.36
Section 137 Grant. St. Teresa's Hospice	£200.00
Litter Picker's Pay	£558.28
Clerk's Pay	£654.72

November 2019

Grounds Maintenance Contractor. April to November 2019. This payment was returned to the Parish Council because of continued bank mandate problems and this payment was cancelled.	£2,894.14
Drain clearing and reinstatement of the drains in front of the Parish Council building.	£980.00
Northumbria in Bloom 2020 Entry Fee	£125.00
HM Revenue and Customs. Clerk's PAYE October and November 2019	£327.36
Grounds Maintenance Contractor. April to November 2019. Payment made by bank transfer and accepted by Darlington Borough Council	£2,894.14
Section 137 Grant to Middleton St. George Community Centre for the Christmas Fayre	£500.00
Section 137 Grant to St. Teresa's Hospice for the Rotary Club Christmas Tree Collection Service	£150.00
Litter Picker's Pay	£558.28
Clerk's Pay	£654.72

December 2019

Grounds Maintenance Contractor. December 2019	£579.00
HM Revenue and Customs. Clerk's PAYE December 2019	£163.68
Belle Vue Allotments Rent	£125.00
Play Area Repairs	£201.14
Neighbourhood Development Plan. Consultant's Fee	£1,200.00
Litter Picker's Pay	£558.28
Clerk's Pay	£654.72

January 2020

HM Revenue and Customs. Clerk's PAYE January 2020	£163.68
Parish Councillor Training	£250.00
Grounds Maintenance Contractor. January 2020	£579.00
Litter Picker's Pay	£530.36
Clerk's Pay	£654.72

February 2019

Grounds Maintenance Contractor. February 2020	£579.00
HM Revenue and Customs. Clerk's PAYE February 2020	£163.68
Neighbourhood Development Plan. Consultant's Fee	£1,500.00
Litter Picker's Pay	£530.36
Clerk's Pay	£654.72

March 2020

NEST Pensions. Payment of arrears of contributions for the Litter Picker's Pension August 2016 to December 2019	£1,253.20
Gully Repair. Parish Council Building	£350.00
New CCTV System	£1,490.00
Heritage Statement of Significance for Platform One Public House	£500.00
Grounds Maintenance Contractor. March 2020	£579.00
HM Revenue and Customs. Clerk's PAYE. March 2020	£163.68
Neighbourhood Development Plan. Consultant's Fee	£1,320.00
Litter Picker's Pay	£530.36
Clerk's Pay	£654.72

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.

The information is as follows:

Date	Supplier Name	Net Amount	Service	Tender/Quote
04.02.2020	Darlington Borough Council	£5,366.44	Grounds Maintenance	Tender
10.01.2020	E & M Leighton	£6,084.00	Grounds Maintenance	Tender
08.11.2020	Wilkinsons Landscapes	£54,135.98	Clearance work to the southern bank side and reseeding of the bank side of the three lakes in the Water Park	Quotation

Date	Supplier Name	Net Amount	Service	Tender/Quote
07.11.2019	All Seasons Arborists	£32,175.00	Clearance work to the southern bank side and reseeded of the bank side of the three lakes in the Water Park	Quotation
10.10.2019 and 20.02.2020	E & M Leighton	£36,024.00	Clearance work to the southern bank side and reseeded of the bank side of the three lakes in the Water Park	Quotation

2.6 Grants to voluntary, community and social enterprise organisations

The following grants were made to:

Recipient	Amount
Middleton St. George Gardens and Allotments Association	£100.00
MSG in Bloom. Payment for seeds, plants, seating and paving	£158.35
Bus Shelter Garden. Benches, Paving Stones and Laying Paving Stones	£237.87
Section 137 Grant. St. Teresa's Hospice	£200.00
Section 137 Grant to Middleton St. George Community Centre for the Christmas Fayre	£500.00
Section 137 Grant to St. Teresa's Hospice for the Rotary Club Christmas Tree Collection Service	£150.00

2.7 Salaries

Clerk

The Clerk is paid on Spinal Column Point 22. £13.64 per hour in the National Joint Council's Pay Scales for Local Government Services.

Hourly Rate	Hours worked each month	Monthly Gross Pay	Monthly PAYE Deductions (20%)	Monthly Net Pay
£13.64	60	£818.40	£163.68	£654.72

Litter Picker.

The Litter Picker is paid in accordance with the National Minimum Wage for Adults

Hourly Rate	Hours worked each month	Monthly Gross Pay	Monthly Employee's Pension Deduction (5%)	Monthly Net Pay
£8.21	68	£558.28	£27.92	£530.36

Cleaner.

The Cleaner works 2 hours each week and is paid £70.00 per month.

**Alan Macnab
Clerk to the Parish Council.**

3rd June 2020.