

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

# Quarterly:

- Expenditure over £500 (net of 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

Where a page is blank, there is no information to report.

## Expenditure Over £500

| Date<br>expenditure<br>was<br>incurred | Dept.<br>incurring<br>expenditure | Beneficiary            | Purpose of expenditure       | (net)     | Merchant<br>Code |
|--|-----------------------------------|------------------------|------------------------------|-----------|------------------|
| 27/01/2021                             | Parish Council                    | Total Gas & Power      | Electricity                  | £612.81   |                  |
| 24/02/2021                             | Parish Council                    | Zurich                 | Insurance                    | £3,679.77 |                  |
| 24/02/2021                             | Parish Council                    | Pitkin & Ruddock       | Air conditioning maintenance | £710.00   |                  |
| 24/02/2021                             | Parish Council                    | Total Gas & Power      | Electricity                  | £683.54   |                  |
| 24/03/2021                             | Parish Council                    | Norfolk County Council | 50% of partnership scheme    | £4.142.11 |                  |
| 24/03/2021                             | Parish Council                    | Total Gas & Power      | Electricity                  | £615.77   |                  |
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## **Procurement Card**

| Date of transaction | Dept. incurring expenditure | Beneficiary          | Purpose of expenditure    | Amount<br>(net) | VAT that cannot be recovered | Merchant<br>Code |
|---------------------|-----------------------------|----------------------|---------------------------|-----------------|------------------------------|------------------|
| Jan                 | Cummuted sums               | St Peters Brewery    | Christmas Gift            | £26.99          |                              |                  |
|                     | Community centre            | Groundhog            | Café equipment            | £11.59          |                              |                  |
|                     | Community centre            | Groundhog            | Café equipment            | £10.82          |                              |                  |
| Feb                 | Community centre            | Key Clamp            | Pedestrain Safety barrier | £110.81         |                              |                  |
|                     | General Admin               | Vodafone             | mobile phone              | £10.00          |                              |                  |
|                     | Playing Field               | toolstation          | Pavilion Maintenance      | £46.10          |                              |                  |
|                     | Community centre            | Groundhog            | Batteries                 | £4.98           |                              |                  |
|                     | Community centre            | Groundhog            | shovel                    | £8.29           |                              |                  |
|                     | Community centre            | Groundhog            | pruner & gloves           | £13.79          |                              |                  |
|                     | Community centre            | Groundhog            | clamp set                 | £2.49           |                              |                  |
|                     | Playing Field               | Groundhog            | Pva Bond                  | £5.82           |                              |                  |
| March               | Playing Field               | Promain              | Paint                     | £95.23          |                              |                  |
|                     | Community centre            | Lightbulbs direct    | lightbulbs                | £39.44          |                              |                  |
|                     | Community centre            | foundry plant centre | plants                    | £117.92         |                              |                  |
|                     | Playing Field               | Groundhog            | grout rake                | £4.20           |                              |                  |
|                     | General Admin               | B&M                  | phone accessories         | £7.50           |                              |                  |
|                     |                             |                      |                           |                 |                              |                  |
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## **Invitations To Tender**

| Reference<br>Number | Title | Description of goods or services sought | Start, end and review dates | Local authority department responsible |
|---------------------|-------|---|-----------------------------|--|
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#### Contracts Over £5,000

| Reference<br>Number | Title               | Local authority<br>department<br>responsible | Description of goods or services being provided | * *             | Annual Spend<br>on Contract<br>(net) | VAT that<br>cannot be<br>recovered | Invitation to<br>Quote or<br>Published<br>Tender? | SME /<br>Voluntary<br>Sector? |
|---------------------|---------------------|--|---|-----------------|--------------------------------------|------------------------------------|---|-------------------------------|
|                     | Grounds Maintenance | Poringland Parish                            | Grounds Maintenance of Cemetery & Memo          | CGM             | £5.755.00                            |                                    | Invitation  | SME                           |
|                     | Grounds Maintenance | Poringland Parish                            | Grounds Maintenance of Verges & various         | Garden Guardian | £6.842.00                            |                                    | Invitation  | SME                           |
|                     | Grounds Maintenance | Poringland Parish                            | Grounds Maintenance of Community Centre         | Vortex          | £5.870.00                            |                                    | Invitation  | SME                           |
|                     |                     |  |   |                 |                                      |                                    |   |                               |
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## Grants

| Date grant<br>was<br>awarded | Time period of grant | Dept<br>awarding<br>grant | Beneficiary | Beneficiary<br>Registration<br>Number | Purpose of grant | Amount |
|------------------------------|----------------------|---------------------------|-------------|---------------------------------------|------------------|--------|
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#### **Waste Collection Contracts**

| Reference<br>Number | Title |               | Description of goods or services<br>being provided |        | on Contract | VAT that<br>cannot be<br>recovered | Invitation to<br>Quote or<br>Published<br>Tender? | SME /<br>Voluntary<br>Sector? |
|---------------------|-------|---------------|--|--------|-------------|------------------------------------|---|-------------------------------|
|                     |       | Poringland PC | Community Centre general waste                     | Veolia | £450.00     |                                    | Invitation  |                               |
|                     |       | Poringland PC | Burial Ground general waste                        | Veolia | £260.00     |                                    | Invitation  |                               |
|                     |       | Poringland PC | Nappy and sanitary bins                            | PHS    | £181.20     |                                    | Invitation  |                               |
|                     |       |               |  |        |             |                                    |   |                               |
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