

Compliance with the DCLG Transparency Code for smaller authorities

The Transparency Code for smaller authorities (defined as those with either receipts or payments not exceeding £25,000 in a year) requires publication of seven classes of information. The Code is currently recommended practice, but is expected to become mandatory on 1st April 2015. New audit arrangements for small public bodies are expected to come into force on the same date.

The Parish Council already publishes most of the required information. Additional information which should be published, and necessary changes to comply with the Transparency Code are identified under each heading below.

- a. All items of expenditure above £100.

All items of expenditure are already published in quarterly statements.

- b. End of year accounts, bank reconciliation, and an explanation of any significant variances.

End of year accounts are already published in the required form as part of the annual external audit return. A summary of the accounts is also published in the Annual Report. The bank reconciliation and explanation of variances have been added to the published Annual Returns for 2010/11, 2011/12, 2012/13 and 2013/14, and will be published in future.

- c. Annual governance statement, including explanation of negative responses.

The annual governance statement is already published as part of the Annual Return, and any negative responses and their explanation will be published.

- d. Internal audit report.

The internal audit report is already published as a component of the Annual Return.

- e. List of councillor or member responsibilities, and representation on external public bodies (if nominated by PC).

This information has been added to the Councillor details page of the PC website, which will be kept updated.

- f. the details of public land and building assets including

- a. description (what it is, including size/acreage),
- b. location (address or description of location),
- c. owner/custodian
- d. date of acquisition (if known),
- e. cost of acquisition (or proxy value), and
- f. present use.

Most of this information is already published in the annual report on assets held. The additional information required (location, size and current use) will be added to the Asset Register.

- g. Draft minutes, agendas and meeting papers of formal meetings.

These are already published.

C J Peat Parish Clerk 22nd January 2015