

Sandon Parish Council

Quarterly Summary Information Report – Covering 2017/18 Quarters 1, 2, 3 & 4- (i.e. year to 31st March 2018)

Ref	Information Title	PC Approval Date	Beneficiaries(y)	Purpose	£ Excl. VAT	£ VAT not yet recovered	Merchant category of expenditure / Explanatory notes on Parish Council (PC) activities
1	Expenditures exceeding £500	29/05/2017 10/07/2017 08/11/2017 08/11/2017 10/01/2018	Cannon Timber Windows Clerk & RFO Sandon PCC Sandon Sports Club Clerk & RFO	Village Noticeboards Salaries including PAYE Churchyard grass maintenance Pavilion maintenance Salaries including PAYE	2184.00 766.00 500.00 650.00 814.00	364.00 - - - -	Timber fabricator Employees Church & village residents Sporting & Social Employees
2	Government Procurement Card transactions						None
3	Procurement Tenders issued over £5,000						None
4	PC Land & Buildings owned.	Village Hall (13/12/1960)	Village residents	Meetings & Social events	(Rebuild Insurance value £362k)		This Community Asset was conveyed to the Parish Council by St Albans Diocesan Board of Finance and Elizabeth Faure Walker in 1960 in consideration of funds raised by donations, subscriptions and gifts from the inhabitants of the Parish, and cannot be sold by the Council and is hence valued at a nominal £1 on the PC Asset Register
5	Social Housing Asset Value						None
6	Grants paid to voluntary, community and social enterprise organisations	08/11/2017 08/11/2017 08/11/2017 08/11/2017 10/01/2018	Sandon PCC Sandon Sports Club Sandon Gardeners Club Sandon Cygnets Herts Air Ambulance Friends of Sandon School	Churchyard grass maintenance Pavilion maintenance Guest speakers Creative Play equipment Operating costs IT equipment upgrade	500.00 650.00 150.00 200.00 200.00 400.00		Church & village residents Sporting & Social Local Clubs Pre-school Club Emergency Services Child education
7	Organisation Chart						The PC comprises 6 councillors, who elect a Chair and Deputy from their number. Both Clerk and RFO report to the PC.
8	Trade Union Facility Time						There are no trade union representatives and no paid time is allocated for trade union activities
9 & 10	Parking Account & Parking Spaces						The Council has no parking spaces and hence no parking account
11	Senior Salaries						No employee earns over £50,000 p.a.
12	Constitution						Standing Orders and Code of Conduct are regularly reviewed and are published on the website
13	Pay multiple						1:1 - Employees paid the same hourly rate
14	Fraud						No instances of fraud and no ongoing fraud investigations
15	Waste Contracts						No waste contracts are appointed by Sandon PC