

Sandon Parish Council

Quarterly Summary Information Report – Covering 2021/22 Quarters 1 (i.e. 12 months to 31st March 2022)

Ref	Information Title	PC Approval Date	Beneficiary	Purpose	£ Excl. VAT	£ VAT not yet recovered	Merchant category of expenditure / Explanatory notes on Parish Council (PC) activities
1	Expenditures exceeding £100	19/05/2021 19/05/2021 14/07/2021 14/07/2021 15/09/2021 04/10/2021 10/11/2021	HAPTC Zurich Municipal Parish Council Officers Sandra Scott Marvell Services Leander Architecture B&M Installations	Annual subscription Insurance Employment costs including PAYE Mowing Mower repairs Village signpost Village Hall lighting and heating maintenance	295.29 518.31 1900 150 93.80 2197 345	- - - - 18.76 439.40 69.00	Association of Parish & Town Councils Insurance underwriters Employees & HMRC Professional Mower Mower specialist Maintenance of assets Maintenance of assets
2	Govern't 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 £373k)		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						None
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 published on the Sandon Parish Council website
13	Pay multiple						1:1 – M & F employees are 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