

Sandon Parish Council
Quarterly Summary Information Report – Covering 2025/26 Quarters 1-4 (i.e. 12 months to 31st March 2024)

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	14/05/2025 14/05/2025 14/05/2025 14/05/2025 14/05/2025 09/07/2025 09/07/2025 09/07/2025 10/09/2025 12/11/2025 12/11/2025	HAPTC Zurich HAPTC L. Armstrong Sandon Village Hall Moneysoft Focus Group Broadmead Leisure C Scott Broadmead Leisure Broadmead Leisure C Scott	Annual subscription Annual premium Audit Fish & Chips Hall hire Payroll software Broadband Playground inspection Clerk Salary Playground inspection Playground inspection Clerk Salary	325.63 464.00 200.36 313.23 150 86.00 104.18 195 905.57 230.00 230.00 798.57	17.20 20.84 39.00 46.00 46.00	Association of Parish & Town Councils Insurance underwriters Audit s.137 VE-Day celebrations Broadband provision Playground inspection Broadband Playground inspection Clerk Salary Playground inspection Playground inspection Clerk Salary
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						1:0 – 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

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