

Sandon Parish Council

Quarterly Summary Information Report – Covering 2019/20 Quarters 1,2,3 &4 (i.e. 12 months to 31st March 2020)

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	08/05/2019 08/05/2019 08/05/2019 10/07/2019 10/07/2019 11/09/2019 15/01/2020 15/01/2020	GoDaddy HAPTC Zurich Municipal BLM LLP Parish Council Officers M Gristwood Parish Council Officers Electricpoint	PC Web Domain fee PC Support & training – Ann Subn. PC insurance cover Insurance claim support (VAT only) Employment costs including PAYE Used ride on mower Employment costs including PAYE New heaters for Village Hall	168.54 285.34 502.77 - 1,800.00 550.00 1,800.00 412.88	184.90 82.58	Website provider Association of Parish & Town Councils Insurance underwriters Insurance consultants Employees & HMRC Private individual Employees & HMRC Electrical wholesale supplier
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	13/11/2019 13/11/2019 13/11/2019 13/11/2019 13/11/2019	Friends of Sandon School Sandon Cygnets Herts Air Ambulance Sandon PCC Sandon Gardeners Club	Outside learning facilities Play equipment Operating costs Grass cutting Trophy engraving +guest speakers	300.00 150.00 100.00 400.00 100.00		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