

Sandon Parish Council

Quarterly Summary Information Report – Covering 2022/23 Quarters 1-4 (i.e. 12 months to 31st March 2023)

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	11/05/2022 11/05/2022 13/07/2022 09/11/2022 12/12/2022 24/01/2023 30/01/2023 08/03/2023 08/03/2023	HAPTC Zurich Parish Council Officers Parish Council Officers Sandra Scott Parish Council Officers Gifts2impress Parish Council Officers Sandon Village Hall	Annual subscription Annual premium Employment costs including PAYE Employment costs including PAYE Grass Cutting Employment costs including PAYE Jubilee Employment costs including PAYE Hall rental	295.26 570.97 1900.00 631.50 100 1639.53 1971.36 151.80 320.00		Association of Parish & Town Councils Insurance underwriters Employees & HMRC Employees & HMRC Professional Mower Employees & HMRC Village project Employees & HMRC Meeting costs
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	30/01/2023 30/01/2023 30/01/2023 30/01/2023 30/01/2023 30/01/2023	Sandon PCC Fiends of Sandon School Herts Air Ambulance Sandon Cygnets Sandon Gardeners Club Sandon Sports Club	Churchyard Coach hire Donation Pens and sensory toys Speakers painting	400 300 225 75 50 280		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						2:0 – 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