

DORDON PARISH COUNCIL

Dordon Village Hall
Browns Lane
Dordon
Tamworth, B78 1TR

Tel: 01827 707944/07855050424 Email: blusea02@outlook.com

TRANSPARENCY POLICY

This policy has been written and based on The Local Government Transparency Code 2015. Dordon Parish Council accept that they are required to be transparent about their activities, decisions and actions.

1. EXPENDITURE EXCEEDING £500

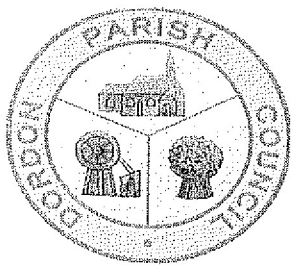
Local Authorities must publish details of each individual item of expenditure that exceeds £500. The threshold should be, where possible, the net amount excluding recoverable Value Added Tax. Salary payments to staff normally employed by the council should not be included. However, details of payments to Local Authorities should publish details of payments to individual contractors (e.g. individuals from consultancy firms, employment agencies, direct personal contracts, personal service companies etc.) either here or under contract information.

This includes items of expenditure, consistent with Local Government Association guidance, such as:

- invoices
- grant payments
- expense payments
- payments for goods and services
- public works loan board payments
- subscriptions
- rent
- credit notes over £500, and
- transactions with other public bodies.

For each individual item of expenditure, the following information must be published:

- date the expenditure was incurred
- beneficiary
- summary of the purpose of the expenditure (This is the description that Dordon Parish Council use in their accounting system providing it gives a clear sense of why the expenditure was incurred or what it purchased or secured.)



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- amount

2. PROCUREMENT

Local Authorities must publish details of every invitation to tender for contracts to provide goods and/or services, this includes contracts for staff who are employed via consultancy firms or similar agencies with a value that exceeds £5,000, the threshold should be, where possible, the net amount excluding recoverable Value Added Tax. For each invitation, the following details must be published:

- reference number
- title
- description of the goods and/or services sought
- start, end and review dates

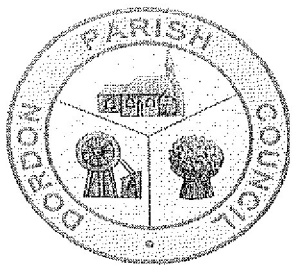
Local Authorities must also publish details of any contract, commissioned activity, purchase order, framework agreement and any other legally enforceable agreement with a value that exceeds £5,000. For each contract, the following details must be published:

- Title of agreement
- description of the goods and/or services being provided
- supplier name and details
- sum to be paid over the length of the contract or the estimated annual spending or budget for the contract
- start, end and review dates
- whether or not the contract was the result of an invitation to quote or a published invitation to tender, and
- whether or not the supplier is a small or medium sized enterprise and/or a voluntary or community sector organisation and where it is, provide the relevant registration number.

3. PROPERTY & ASSETS

For each land or building asset, the following information must be published together in one place:

- name of the building/land or both
- whether the council owns the freehold or a lease for the asset *for all assets*
- occupied by who



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- ground leasehold
- leasehold
- licence

4. GRANTS

The parish council must publish details of all grants to voluntary, community and social enterprise organisations. For each identified grant, the following information must be published as a minimum:

- date the grant was awarded
- time period for which the grant has been given
- beneficiary
- summary of the purpose of the grant, and amount.

This policy will be reviewed in two years or when new legislation is introduced.

Signed: 
Robert Young
Clerk
For and on behalf of
Dordon Parish Council

Date: 20th July 2021