

Carsington and Hopton Parish Council

Agenda item: 76/16

Issue: Progress on meeting the requirements of the Smaller Authorities Transparency Code 2014. See Appendix A for the list of requirements.

Recommendation: The balance of the grant funds received to support this work be spent on getting the web site working. By this is meant prioritising compliance with the law rather than focusing on an attractive web site, that can come with time.

Timing: Urgent. Publication of information should have begun by 1st July 2015. We are due to be audited soon and this must be capable of being done through the web site.

Members Interests: None known

Further Information: Clerk

Background: The Parish Council (PC) considered this matter at the meeting in May 2015. The PC selected option B from the three offered, that is, the PC builds a web site of its own. A web site was selected and bought. It has not yet been launched.

An application was made to a fund to support this work. £753 was awarded in December. So far the PC has bought a laptop at a cost of £428.59 (including software) and a printer at a cost of £109 and help over outlook2016 at a cost of £80. Thus £617.59 has been spent. So £135 remains to be spent.

Discussion: The PC must comply with the law and must use the monies awarded for the purposes specified. It is proposed that the balance of the grant be spent on getting the web site working. The focus of any work must be to comply with the law, which requires that all financial information is available through the web site for audit purposes. It is proposed that the Parish Council use documents already available where ever possible. So, for example, as all payments over £100 must be shown on the web site it is proposed that the schedule of payments currently produced is used. The financial summary produced for each meeting should also be made available.

Whilst it would be nice to have an attractive web site it is proposed that the priority must be with compliance and attractive features could be added at a later date.

Financial Implications: None.

Risk Implications: Non compliance with Transparency Code may lead to qualification of the accounts and or a fine.

Appendix A

Details of all expenditure over £100

End of year accounts, annual governance statement and internal audit report

Copy of year end bank reconciliation

Explanation of significant variances

Explanation of difference in balances

Agendas and approved minutes

List of councillors and their responsibilities

Assets owned