

Transparency Code for Local Councils with an annual turnover not exceeding £25,000

In December 2014 Department for Communities and Local Government (DCLG) issued the Code for Smaller Authorities, mandatory from 1st April 2015. The Code is a requirement for smaller authorities to make Council information available for local people to increase democratic accountability.

The information for each financial year will be available after the end of the financial year on 31st March and by the 1st July at the latest. The exceptions to this are the list of councillor responsibilities and the minutes, papers of formal meetings which are published on an ongoing basis.

The Government has confirmed a £4.7 million Transparency Fund to support small parish councils. This funding programme will be delivered through WALTONLE and is planned to be available from 1st April 2015 for a three year period delivered on a county basis that targets local needs. The programme will support training and guidance to move to online publishing of this information.

FINANCIAL YEAR 1 APRIL to 31 MARCH ANNUALLY

- All payments above £100.00
- End of year accounts – Annual Return Form
- Bank Reconciliation
- End of year accounts – Explanation of any significant variances 10-15%
- Annual Governance Statement
- Internal Audit Report
- List of Councillor Responsibilities
- Public Land and building assets
- Minutes, Agendas and Papers of Formal meetings

Edward Ferguson

Internal Auditor