

# LINDSEY PARISH COUNCIL

CLERK TO THE COUNCIL  
Tel. 01284 787178

Roundstone House  
Livermere Road  
Great Barton  
IP31 2SB

## REPORT TO THE PARISH COUNCIL ON THE TRANSPARENCY CODE FOR SMALLER COUNCILS

The clerk confirms that Lindsey Parish Council is publishing the following required items under the Local Audit and Accountability Act 2014:

| Information title                              | Information which should be published  |
|--|--|
| All items of expenditure above £100            | All items of expenditure are included in the bi-monthly minutes and an annual list for the previous financial year will be published on the website. Copies of all books, deeds, contracts, bills, vouchers, receipts and other related documents will be available for inspection.  |
| End of year accounts                           | The published signed statement of accounts according to the format included in the Annual Return form will be published on the website, along with the bank reconciliation for the relevant financial year; an explanation of any significant variances (>10%) in the statement of accounts for the relevant year and previous year; an explanation of any differences between 'balances carried forward' and 'total cash and short term investments' if applicable. |
| Annual governance statement                    | The signed annual governance statement according to the format included in the Annual Return will be published on the website, along with any negative responses to governance statements, including how any weaknesses will be addressed.   |
| Internal Audit Report                          | The signed internal audit report according to the format included in the Annual Return form will be published on the website, along with an explanation of any negative response to the internal controls objectives, including how any weaknesses will be addressed and an explanation of any 'not covered' responses to internal control objectives.   |
| List of councillor responsibilities            | A list of all Councillors and their contact details are included on the website. No Councillors have any individual responsibilities.  |
| Location of public land and building assets    | A list of all public land and building assets is published on the website.   |
| Minutes, agendas and papers of formal meetings | Draft minutes from all formal meetings are published on the website within 1 month of the meeting taking place. Agendas and associated meeting papers are published not later than 3 clear days before the meeting to which they relate is taking place, on the notice board and on the website.   |

Email: [lindseypc@outlook.com](mailto:lindseypc@outlook.com)

Reviewed March 2018

Next Review due March 2019