

Overview

In February 2015 the Local Government Transparency Code was introduced.
This places a duty on Loddon Parish Council to publish the following data at regular intervals.

Loddon Parish Council 2022-23 Quarter 2 - Transparency Code Data

Quarterly

Expenditure over £500 including VAT - page 2

Procurement card transactions - page 3

Invitations to tender for goods or services over £5,000 - page 4

Contracts with a value of over £5,000 - page 5

Annually

Details of all land and building assets - page 6

Social housing asset value - not applicable

Grants to voluntary, community or social enterprise organisations - page 7

Staffing chart - On Loddon Parish Council Parish Staff webpage

Trade Union facility time - not applicable

Parking account and spaces - not applicable

Senior Salaries above £50,000 - not applicable

Constitution - not applicable (LPC Standing Orders on LPC website)

Pay multiple - not applicable

Fraud - not applicable

One Off

Waste collection contracts - page 8

Expenditure Over £500

Date paid	Payee Name	Transaction Detail	Net Amount / £	Unrecoverable VAT / £	Budget ref
13/07/2022	Loddon Garden & DIY	Grounds maintenance	933.10	-	Parish - Playing Field and Grounds maintenance
13/07/2022	Top2Bottom Cleaners	Cleaning & security May 2022	1,668.69	-	Office & Staithe toilets - cleaning
13/07/2022	Top2Bottom Cleaners	Cleaning & security June 2022	1,646.51	-	Office & Staithe toilets - cleaning
13/07/2022	East Anglian Plumbing & Heating	Gas Heater service & Staithe toilets: shower, urinals & macerator	862.60	-	Staithe toilets - maintenance and Office - maintenance
20/07/2022	G Allard	Allotment Shed & base	850.00	-	Parish - Allotments
14/09/2022	The Church in Loddon	Church Grant	2,790.00	-	Parish - Church Grant
14/09/2022	Loddon Garden & DIY	Grounds maintenance	1,433.93	-	Parish - Playing Field and Grounds maintenance
14/09/2022	Norfolk County Council	Qtr Office rent - 29/09/22- 24/12/22	1,500.00	-	Office - rent
14/09/2022	Zurich Municipal	Annual Insurance Renewal Premium	1,879.77	-	Admin - Insurance
14/09/2022	Top2Bottom Cleaners	Cleaning & security July 2022	1,688.08	-	Office & Staithe toilets - cleaning
14/09/2022	Paul Frost	Install bench at play area Allotment front ditch dug	1,400.00	-	Parish - play area and allotment
14/09/2022	Anglia Surface Care	Moss treatment of Staithe toilet roof	560.00	-	Staithe toilets - maintenance
14/09/2022	Collective Community Planning	Neighbourhood Plan Consultant's Fee	1,300.00	-	Neighbourhood Plan
14/09/2022	CIA Fire and Security	Engineer callout Tennis Court gate	593.00	-	Parish - Playing Field

Procurement Card

Date paid	Payee Name	Transaction Detail	Net Amount / £	Unrecoverable VAT / £	Budget ref
01/07/2022	Wix	2 year Chet NP website	144.00	-	Neighbourhood Plan
01/07/2022	Wix	2 year Chet NP domain	11.95	-	Neighbourhood Plan
13/07/2022	Wix	1 year LPC website	108.00	-	Admin - IT/website
13/07/2022	Amazon	6 x walkie talkies with earpiece and charger	72.32	-	Parish - Events / tourism
14/07/2022	Amazon	Allotment paths manual cylinder lawnmower	38.08	-	Parish - Allotment
14/07/2022	POS Display Shop	A3 leaflet holder	19.79	-	Parish - Events / tourism
14/07/2022	POS Display Shop	A3 leaflet holder	19.79	-	Parish - Events / tourism
15/07/2022	Virtual Landline / Buzz	Emergency Phone line	4.96	-	Admin - Phone/broadband
26/07/2022	Lloyds Bank	Monthly fee	6.00	-	Admin - bank fees
26/07/2022	Screwfix	3 x combination padlocks - PFC barriers	44.37	-	Parish - Playing Field and Grounds maintenance
28/07/2022	Royal Mail	Postage	2.50	-	Admin - General
08/08/2022	Toolstation	Staithe toilet repair	6.78	-	Staithe toilets - maintenance
15/08/2022	Virtual Landline / Buzz	Emergency Phone line	4.96	-	Admin - Phone/broadband
18/08/2022	Amazon	Allotment water pump replacement	74.57	-	Parish - Allotment
23/08/2022	Co-op	Meeting refereshments	0.80	-	Admin - General
26/08/2022	Lloyds Bank	Monthly fee	6.00	-	Admin - bank fees
15/09/2022	Virtual Landline / Buzz	Emergency Phone line	4.96	-	Admin - Phone/broadband
22/09/2022	Amazon	2 x Laptop chargers	10.64	-	Admin - IT/website
26/09/2022	Lloyds Bank	Monthly fee	6.00	-	Admin - bank fees

Invitations to Tender

Ref no	Title	Description of goods or services sought	Start, end and review dates	Local Authority department responsible
	N/A			

Contracts over £5,000

Local Authority department responsible	Description of goods or services sought	Supplier Name and Details	Annual Spend on Contract (net) / £	Unrecoverable VAT / £	Invitation to Quote or Published Tender?
Loddon PC	Loddon Garden & DIY	Grounds maintenance	6,507.10	-	Invitation to quote

Various energy contracts in place - detailed on Council payment lists within meeting minutes, on website under Council Meetings

Annual costs 2022-23

Details of all land and building assets

Owner / custodian	Name of land or building	Location	Asset Register Value / £
Loddon Parish Council	Allotments	Bridge Street	1.00
Loddon Parish Council and Chedgrave Parish Council	Playing Field	George Lane	1.00
Loddon Parish Council	Hockey Field	George Lane	1.00
Loddon Parish Council	A146 Woodlands	A146 Bypass / Warren Hills	1.00
Loddon Parish Council	Broadland Meadow Public Open Space and Play Area	Beccles Road	1.00
Loddon Parish Council	Loddon Library Annexe - Office & Rear Hall	Church Plain	n/a
Loddon Parish Council	Staithe Public Toilets	Staithe	108,117.00

Grants

Date paid	Payee Name	Transaction Detail	Grant Amount / £
13/07/2022	South Yare Wildlife Group	Community Grant - TBC	100.00
14/09/2022	Loddon & District WI	Community Grant	108.50
14/09/2022	Loddon Community Cinema	Community Grant	100.00
14/09/2022	Royal British Legion (Loddon Branch)	Community Grant	289.99

Waste

Local Authority department responsible	Description of goods or services sought	Supplier Name and Details	Annual Spend on Contract (net) / £	Unrecoverable VAT / £	Invitation to Quote or Published Tender?
Loddon Parish Council	Waste Collection - Office	South Norfolk Council	72.92	-	Ongoing
Loddon Parish Council	Dog Bin emptying	South Norfolk Council	1,437.80	-	Ongoing
Loddon Parish Council	Sanitary emptying	PHS	655.89	-	Ongoing