

## **Overview**

In February 2015 the Local Government Transparency Code was introduced.

This places a duty on Loddon Town Council to publish the following data at regular intervals.

In order to comply with legal Data Transparency, the Council must make available details of any expenditure made over £500.00. These reports are available in the public domain as part of the Minutes of the Town Council Meetings.

### **Annually**

Expenditure over £500 including VAT - see Minutes

Procurement card transactions - see Minutes

Invitations to tender for goods or services over £5,000 - page 2

Contracts with a value of over £5,000 - page 3

### **Annually**

Details of all land and building assets - page 4

Social housing asset value - not applicable

Grants to voluntary, community or social enterprise organisations - page 5

Staffing chart - On Loddon Town 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 (LTC Standing Orders on LTC website)

Pay multiple - not applicable

Fraud - not applicable

### **One Off**

Waste collection contracts - page 6

# Invitations to Tender

Ref no	Title	Description of goods or services sought	Start, end and review dates	Local Authority department responsible
	Library Annexe refurbishment	Proposed reconfiguration works to the ancillary accommodation (i.e. kitchen and WCs) to the Loddon Town Council offices, located in the rear hall to the Library Annexe, Church Plain, Loddon.	24/04/2024 - 07/06/2024	Loddon Town Council

**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 Town Council	Loddon Garden & DIY	Grounds maintenance	9,790.00	-	Invitation to quote -3 year
Loddon Town Council	Top2Bottom Cleaning	Cleaning - Office & Staithe Toilets	14,812.00	-	Invitation to quote -3 year
Loddon Town Council	Cozens	Christmas lighting	5,460.00	-	Invitation to quote -5 year

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

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 / £
10/04/2024	Kirby Cane Hall Farms	Community Grant	£111.21
10/04/2024	Loddon Horticultural Society	Community Grant	£100.00
08/05/2024	Loddon Utd Youth FC	Community Grant	£200.00
08/05/2024	Trinity Church Loddon	Grass cutting/Clock Winding Grant	£6,300.00
12/06/2024	The Friends of Loddon Primary Federation	Community Grant	£181.05
16/07/2024	Loddon Community Gym	Community Grant	£100.00
15/11/2024	Loddon Trust	Community Grant	£119.34
15/11/2024	Victorian Evening	Community Grant	£150.00
19/11/2024	Community Orchard	Community Grant	£370.07
04/12/2024	Loddon Community Gym	Community Grant	£100.00
13/12/2024	Chet Valley Community Larder	Community Grant	£300.00
			<b>£8,031.67</b>

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 Town Council	Dog Foul Bin emptying	South Norfolk Council	1,770.00	-	Ongoing
Loddon Town Council	Sanitary Bin emptying	PHS	1,200.00	-	Ongoing
Loddon Town Council	Garden Waste Bin emptying	South Norfolk Council	80	-	Ongoing