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Trysull &  
Seisdon  
Parish  
Council  
Transparency  
Code Policy

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Reviewed 4th June 2022

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# Trysull & Seisdon Parish Council Transparency Code Policy

## **Introduction**

As guardians of public money, the Parish Council recognise that there is an expectation that it should be as transparent and as open as possible. Transparency and openness are fundamental principles behind Council's decisions.

The National association of Local Councils (NALC) actively promotes this and has emphasised the need for all local councils to provide democratic, local leadership that is accountable, open and transparent. It therefore encourages councils to be fully transparent and open with all their administrative and financial documents.

These principles are echoed by Government with the introduction of two transparency codes on 1<sup>st</sup> April 2015. These codes apply to larger councils with an annual turnover of above £200,000 and smaller councils with an annual turnover not exceeding £25,000.

The transparency codes therefore only require larger and smaller councils to comply. Trysull & Seisdon Parish Council turnover exceeds the small threshold and is therefore subject to both internal and external audit requirements as detailed in the Local Audit and Accountability Act 2014.

Nevertheless, NALC strongly encourage councils with a turnover of less than £200,000 to also comply with the Transparency Code for Smaller Authorities.

In the interests of best practice this document shows how such compliance is achieved.

## **Requirements of the Transparency Code for Smaller Authorities**

The Code requires the following information to be published:

1. All Items of expenditure above £100
2. End of year accounts
3. Annual governance statement
4. Internal audit report
5. List of councillor responsibilities
6. Details of land and building assets
7. Minutes, agendas and meeting papers of formal meetings

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## **Compliance with Transparency Code**

Compliance with the above requirements is achieved as follows:

1. All items of expenditure will be minuted and published on the Council's website.
2. End of year accounts will be published on the Council's website. Summary accounts form part of the Annual governance statement.
3. Annual governance statements will be published on the Council's web site.
4. Both internal and external audit reports form part of the Annual governance statement.
5. A list of Councillors, their rolls and responsibilities on Council and external committees are published on the Council's website.
6. Details of Land and Buildings interests are published on the Council's website.
7. Agendas and minutes are published monthly on the Council's website.

This policy will be revised, added to or modified when required and reviewed annually.