

Transparency Code

The Transparency Code for Smaller Authorities (those with a turnover not exceeding £25,000) was published on the 17 December 2014 and came into force on the 1st April 2015.

Information to be published

Draft minutes from all formal meetings, not later than one month after each meeting

Meeting agendas and associated meeting papers not later than three clear days before the meeting takes place

All items of expenditure above £100 (date incurred, summary of purpose, amount and VAT that cannot be recovered)

End of Year Accounts (the statement of accounts should be accompanied by a bank reconciliation and an explanation of significant variances and any differences between 'balances carried forward' and 'total cash and short term investments')

Annual governance statement

Internal Audit report

Details of public land and building assets (description, location, owner/custodian, date and cost of acquisition and present use)

Councillors' responsibilities

Where to be found on website

Draft minutes are available to view on the *Agendas and Minutes* page

Agendas are available to view on the *Agendas and Minutes* page

This information is available to view on the *Minutes* page and on the *Finances* page

This information is available to view on the *Finances* page

This statement forms part of the Annual Return (available to view on the *Finances* page)

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The Assets Register in its entirety forms part of the Year End Accounts (available to view on the *Finances* page)

This is decided each year at the Annual Meeting, which is held in May, and is shown in the minutes of the May meeting – available to view on the *Agendas and Minutes* page