#### **HUTTON LE HOLE PARISH COUNCIL**

#### TRANSPARENCY CODE FOR SMALLER AUTHORITIES

The Regulations (SI 494), made 'the Code', issued in December 2014, mandatory for local councils and other smaller authorities, with a turnover not exceeding £25,000.

The Government introduced the Code for two main reasons;

- (1) under the new audit framework, effective from 1 April 2017, smaller councils will be exempt from external audit and in its place, these authorities will be subject to the Transparency Code to enable local electors and ratepayers to access relevant information about their accounts and governance;
- (2) to meet its desire to place more power into citizens' hands to increase democratic accountability.

The summary of the accounts will be in the format of the Annual Return. Comparison to the previous year to date will be recorded and an explanation of larger variances explained. This will be published on the website.

The Council is required to publish expenditure over £100. Under the terms of the Transparency Code salaries do not need to be declared. Expenditure is noted below and in the minutes that are available on the website. Financial updates are received at each Council meeting.

#### **Council Assets**

Laptop and printer – 2014

3 x Benches & Plaques – 2000 – 2020 – 2023

4 x Notice Boards
Pinfold Sign - 2023

2 x Tree Guards

3 x Access Signs – West Side Road & Ox Close

2 x Children at Play Signs – West Side Road

No Waiting Signs – March to October

Sections of White Fencing

3 x Filing Cabinets – Archived Records

War Memorial

Asset Register Value £4,678.00

All assets are inspected annually. The report is published on the website. Items that are not Parish Council Assets are also inspected and any concerns are reported to those responsible for their upkeep.

#### Expenditure for Financial Year April 2025 – March 2026

| Village Maintenance<br>Caretaker (Feb & Mar 2025)         09/04/25         £723.00         BACS           Website Maintenance<br>Annual fee (2025-26)         28/04/25         £199.00         BACS           Smailes Goldie Payroll (Jan-Mar 2024-25)         28/04/25         £105.00         BACS           Village Maintenance<br>Caretaker (Apr-June 2025)         12/06/25         £1,536.00         Cheque (704)           Clerk Salary (Mar – May 25)         07/07/25         £848.38         BACS           Clerk Salary (June 25)         07/07/25         £298.69         BACS           HMRC – Tax and NI         07/07/25         £330.00         BACS           Smailes Goldie AGAR<br>Internal Audit         07/07/25         £324.93         BACS           Village Maintenance<br>Caretaker (Jun-Aug)         18/08/2025         £1424.00         BACS           Village Maintenance<br>Caretaker (Aug)         26/08/2025         £320.00         BACS           Smailes Goldie Payroll (Mar-Jun 2025-26)         26/08/25         £105.00         BACS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Expenditure                 | Date       | Amount    | Payment Method |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|-----------|----------------|
| Annual fee (2025-26)         28/04/25         £199.00         BACS           Smailes Goldie Payroll (Jan-Mar 2024-25)         28/04/25         £105.00         BACS           Village Maintenance Caretaker (Apr-June 2025)         12/06/25         £1,536.00         Cheque (704)           Clerk Salary (Mar – May 25)         07/07/25         £848.38         BACS           Clerk Salary (June 25)         07/07/25         £298.69         BACS           HMRC – Tax and NI         07/07/25         £227.80         BACS           Smailes Goldie AGAR Internal Audit         07/07/25         £330.00         BACS           Village Maintenance Caretaker (Jun-Aug)         18/08/2025         £1424.00         BACS           Village Maintenance Caretaker (Aug)         26/08/2025         £320.00         BACS           Smailes Goldie Payroll (Mar-Smailes Gol                                                                                                                                                                                                                     | 0                           | 09/04/25   | £723.00   | BACS           |
| Mar 2024-25)         Z8/04/25         £105.00         BACS           Village         Maintenance         £1,536.00         Cheque (704)           Clerk Salary (Mar – May 25)         07/07/25         £848.38         BACS           Clerk Salary (June 25)         07/07/25         £298.69         BACS           HMRC – Tax and NI         07/07/25         £227.80         BACS           Smailes         Goldie         AGAR         07/07/25         £330.00         BACS           Home Decorating Centre         21/07/25         £324.93         BACS           Village Maintenance         18/08/2025         £1424.00         BACS           Village Maintenance         26/08/2025         £320.00         BACS           Smailes Goldie Payroll (Marateker (Aug)         26/08/25         £105.00         BACS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                             | 28/04/25   | £199.00   | BACS           |
| Caretaker ( Apr-June 2025)         12/06/25         £1,536.00         Cheque (704)           Clerk Salary (Mar – May 25)         07/07/25         £848.38         BACS           Clerk Salary (June 25)         07/07/25         £298.69         BACS           HMRC – Tax and NI         07/07/25         £227.80         BACS           Smailes Goldie AGAR Internal Audit         07/07/25         £330.00         BACS           Village Maintenance Caretaker (Jun-Aug)         18/08/2025         £1424.00         BACS           Village Maintenance Caretaker (Aug)         26/08/2025         £320.00         BACS           Smailes Goldie Payroll (Marataker (Aug)         26/08/25         £105.00         BACS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | ` `                         | 28/04/25   | £105.00   | BACS           |
| Clerk Salary ( June 25)         07/07/25         £298.69         BACS           HMRC – Tax and NI         07/07/25         £227.80         BACS           Smailes Goldie AGAR Internal Audit         07/07/25         £330.00         BACS           Home Decorating Centre         21/07/25         £324.93         BACS           Village Maintenance Caretaker (Jun-Aug)         18/08/2025         £1424.00         BACS           Village Maintenance Caretaker (Aug)         26/08/2025         £320.00         BACS           Smailes Goldie Payroll (Maranales Goldie Pay                                                      |                             | 12/06/25   | £1,536.00 | Cheque (704)   |
| HMRC – Tax and NI         07/07/25         £227.80         BACS           Smailes Goldie AGAR Internal Audit         07/07/25         £330.00         BACS           Home Decorating Centre         21/07/25         £324.93         BACS           Village Maintenance Caretaker (Jun-Aug)         18/08/2025         £1424.00         BACS           Village Maintenance Caretaker (Aug)         26/08/2025         £320.00         BACS           Smailes Goldie Payroll (Maranales Goldie Payrol | Clerk Salary (Mar – May 25) | 07/07/25   | £848.38   | BACS           |
| SmailesGoldieAGAR<br>Internal Audit07/07/25£330.00BACSHome Decorating Centre21/07/25£324.93BACSVillage Maintenance<br>Caretaker (Jun-Aug)18/08/2025£1424.00BACSVillage Maintenance<br>Caretaker (Aug)26/08/2025£320.00BACSSmailes Goldie Payroll (Mar-<br>26/08/25£105.00BACS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Clerk Salary ( June 25)     | 07/07/25   | £298.69   | BACS           |
| Internal Audit         07/07/25         £330.00         BACS           Home Decorating Centre         21/07/25         £324.93         BACS           Village Maintenance<br>Caretaker (Jun-Aug)         18/08/2025         £1424.00         BACS           Village Maintenance<br>Caretaker (Aug)         26/08/2025         £320.00         BACS           Smailes Goldie Payroll (Mar-         26/08/25         £105.00         BACS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | HMRC – Tax and NI           | 07/07/25   | £227.80   | BACS           |
| Village Maintenance Caretaker (Jun-Aug)  Village Maintenance Caretaker (Aug)  Smailes Goldie Payroll (Mar- 26/08/25  £1424.00  BACS  BACS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             | 07/07/25   | £330.00   | BACS           |
| Caretaker (Jun-Aug)  Village Maintenance Caretaker (Aug)  Smailes Goldie Payroll (Mar-                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Home Decorating Centre      | 21/07/25   | £324.93   | BACS           |
| Caretaker (Aug)  Smailes Goldie Payroll (Mar-                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | •                           | 18/08/2025 | £1424.00  | BACS           |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             | 26/08/2025 | £320.00   | BACS           |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             | 26/08/25   | £105.00   | BACS           |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             |            |           |                |
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# Expenditure for Financial Year April 2024 – March 2025

| Expenditure                                               | Date     | Amount  | Cheque Number |
|-----------------------------------------------------------|----------|---------|---------------|
| Contribution to Village Hall Wi-Fi running costs (Annual) | 09/04/24 | 60.00   | 673           |
| Village Maintenance<br>Caretaker (Apr)                    | 15/05/24 | 560.00  | 676           |
| Village Maintenance<br>Caretaker (May)                    | 11/06/24 | 560.00  | 677           |
| Smailes Goldie Payroll                                    | 11/06/24 | 105.00  | 678           |
| Village Maintenance<br>Caretaker (Jun)                    | 01/07/24 | 826.00  | 679           |
| Smailes Goldie Group Audit                                | 19/07/24 | 168.00  | 684           |
| Smailes Goldie Payroll                                    | 15/07/24 | 105.00  | 683           |
| Village Maintenance<br>Caretaker (Jul)                    | 06/08/24 | 686.00  | 685           |
| Village Maintenance<br>Caretaker (Aug)                    | 15/09/24 | 364.00  | 687           |
| Village Maintenance<br>Caretaker (Sep)                    | 08/10/24 | 224.00  | 689           |
| Annual Insurance                                          | 15/10/24 | 304.00  | BACS          |
| Dry Stone Wall repairs x2                                 | 26/11/24 | 411.00  | 690 & 695     |
| Village Maintenance<br>Caretaker (Oct)                    | 26/11/24 | 182.00  | 692           |
| RBL – Poppy Wreath                                        | 26/11/24 | 22.25   | 694           |
| Smailes Goldie Payroll                                    | 10/12/24 | £105.00 | 696           |
| Village Maintenance<br>Caretaker (Nov)                    | 16/12/24 | £168.00 | 697           |
| Village Maintenance<br>Caretaker (Dec)                    | 05/02/25 | £182.00 | 701           |
| Village Maintenance<br>Caretaker (Jan)                    | 05/02/25 | £210.00 | 702           |
| Smailes Goldie Payroll                                    | 11/02/25 | £105.00 | 703           |
|                                                           |          |         |               |
|                                                           |          |         |               |
|                                                           |          |         |               |
|                                                           |          |         |               |
|                                                           |          |         |               |

### Expenditure for Financial Year April 2023 – March 2024

| Expenditure                          | Date       | Amount | Cheque<br>Number |
|--------------------------------------|------------|--------|------------------|
| YLCA Membership 23/24                | 4/4/23     | 61.00  | 000632           |
| Village Maintenance                  | 17 1720    | 01.00  | 000002           |
| Caretaker (M)                        | 14/4/23    | 308.00 | 000633           |
| Plaques for Coronation Bench         | 9/5/23     | 34.85  | 000634           |
| Village Maintenance<br>Caretaker (A) | 9/5/23     | 336.00 | 000635           |
| J T Atkinson                         | 15/5/23    | 124.56 | 000636           |
| Smailes Goldie Group Audit           | 27/5/23    | 162.00 | 000637           |
| Village Maintenance<br>Caretaker (M) | 5/6/23     | 700.00 | 000639           |
| Village Hall – Annual Wi-Fi          | 8/6/23     | 60.00  | 000640           |
| Village Maintenance                  | 40/7/00    | 750.00 | 000040           |
| Caretaker (J)                        | 12/7/23    | 756.00 | 000643           |
| Home Decorating Centre               | 14/7/23    | 215.60 | 000644           |
| D Bentley – Wall Repair              | 8/8/23     | 96.00  | 000645           |
| Village Maintenance<br>Caretaker (J) | 15/8/23    | 490.00 | 000646           |
| Village Maintenance<br>Caretaker (A) | 12/9/23    | 728.00 | 000647           |
| Village Maintenance<br>Caretaker (S) | 13/10/23   | 784.00 | 000649           |
| D Bentley – Pinfold Repair           | 2/11/23    | 216.00 | 000652           |
| Village Maintenance<br>Caretaker (O) | 14/11/23   | 266.00 | 000653           |
| Insurance Zurich                     | 14/11/23   | 304.00 | 000654           |
| Information Commissioner             | 17/12/23   | 40.00  | 000658           |
| Village Maintenance<br>Caretaker (N) | 8/1/24     | 252.00 | 000659           |
| Village Maintenance<br>Caretaker (D) | 8/1/24     | 154.00 | 000660           |
| Smailes, Goldie - Payroll            | 16/1/24    | 510.00 | 000661           |
| D Bentley – Wall Repair              | 29/1/24    | 48.00  | 000662           |
| Village Maintenance<br>Caretaker (J) | 6/2/24     | 294.00 | 000663           |
| J T Atkinson – Posts & Rails         | 15/2/24    | 277.55 | 000665           |
| Ryedale Web Services                 | 28/2/24    | 199.00 | 000666           |
| Village Maintenance                  | _U, _L, _T | 100.00 | 300000           |
| Caretaker (F)                        | 8/3/24     | 462.00 | 000667           |
| Village Maintenance<br>Caretaker (M) | 9/4/24     | 476.00 | 000672           |
| Home Decorating Centre               | 9/4/24     | 156.76 | 000674           |

# Expenditure for Financial Year April 2022 – March 2023

| Expenditure                            | Date     | Amount | Cheque<br>Number |
|----------------------------------------|----------|--------|------------------|
| Village Maintenance                    |          |        |                  |
| Caretaker (M)                          | 12/4/22  | 210.00 | 000592           |
| J T Atkinson – Materials for           | 0=11100  | 400 =0 |                  |
| repairs to white fencing.              | 27/4/22  | 136.52 | 000593           |
| Village Maintenance                    | 7/5/22   | 729.00 | 000504           |
| Caretaker (A)                          | 113122   | 728.00 | 000594           |
| P & A Gospel                           |          |        |                  |
| Installing Bench by Post Box           |          |        |                  |
| Setting stones below Ford Cott.        | 7/5/22   | 550.00 | 000595           |
| Home Decorating Centre                 | 14/5/22  | 149.36 | 000596           |
| Smailes Goldie - Payroll               | 14/5/22  | 78.00  | 000597           |
| Village Maintenance<br>Caretaker (M)   | 14/6/22  | 672.00 | 000598           |
| Village Hall – Annual Wi-Fi            | 15/6/22  | 60.00  | 000601           |
| Village Maintenance                    | 10/0/22  | 00.00  | 000001           |
| Caretaker (J)                          | 1/7/22   | 826.00 | 000603           |
| Home Decorating Centre                 | 14/7/22  | 159.80 | 000604           |
| Smailies Goldie - Payroll              | 21/7/22  | 78.00  | 000605           |
| Village Maintenance                    |          |        |                  |
| Caretaker (J)                          | 3/8/22   | 798.00 | 000606           |
| Croft Castings – Pinfold Sign          | 25/8/22  | 444.00 | 000607           |
| Smailes Goldie - Audit                 | 2/9/22   | 132.00 | 000608           |
| Village Maintenance                    |          |        |                  |
| Caretaker – (A)                        | 21/9/22  | 574.00 | 000609           |
| Village Maintenance                    | 44/40/00 | 400.00 | 000040           |
| Caretaker – (S) Village Maintenance    | 11/10/22 | 406.00 | 000613           |
| Caretaker – (O)                        | 4/11/22  | 280.00 | 000614           |
| Zurich Insurance                       | 11/11/22 | 304.00 | 000615           |
| Village Maintenance                    | 11/11/22 | 304.00 | 000013           |
| Caretaker – (N)                        | 15/12/22 | 294.00 | 000620           |
| Information Commissioner               | 20/12/22 | 40.00  | 000621           |
| Village Maintenance                    | 20/12/22 | 10.00  | 000021           |
| Caretaker – (D)                        | 9/1/23   | 196.00 | 000622           |
| M J Young                              |          |        |                  |
| Pruning to Oak Tree                    | 12/2/23  | 425.00 | 000623           |
| Village Maintenance                    | 4.4/0/00 | 202.22 | 22222            |
| Caretaker – (J)                        | 14/2/23  | 280.00 | 000624           |
| Village Maintenance<br>Caretaker – (F) | 4/3/23   | 448.00 | 000625           |
| Commemorative Tree QEII                | 5/3/23   | 120.00 | 000626           |
| Coronation Bench                       | 16/3/23  | 288.38 | 000628           |
| Coronation bench                       | 10/3/23  | 200.38 | 000028           |

# Expenditure for Financial Year April 2021 – March 2022

| Expenditure                                | Date     | Amount | Cheque<br>Number |
|--------------------------------------------|----------|--------|------------------|
| JRA - Computer Repair                      | 2/4/21   | 54.00  | 000560           |
| Duncombe Sawmill - Posts                   | 9/4/21   | 168.16 | 000561           |
| Village Maintenance –                      |          |        |                  |
| Caretaker (M)                              | 13/4/21  | 240.00 | 000562           |
| Moore - Payroll                            | 16/4/21  | 78.00  | 000563           |
| Home Decorating Centre Paint               | 16/4/21  | 178.33 | 000564           |
| Village Maintenance –<br>Caretaker (A)     | 18/5/21  | 384.00 | 000565           |
| Village Maintenance –<br>Caretaker (M)     | 8/6/21   | 552.00 | 000566           |
| Village Maintenance –<br>Caretaker (J)     | 5/7/21   | 804.00 | 000570           |
| Moore – Internal Audit                     | 3/7/21   | 126.00 | 000571           |
| Moore - Payroll                            | 23/7/21  | 78.00  | 000572           |
| Village Maintenance –<br>Caretaker (J)     | 10/7/21  | 492.00 | 000573           |
| Village Maintenance –<br>Caretaker (A)     | 9/9/21   | 444.00 | 000573           |
| Village Maintenance –<br>Caretaker (S)     | 12/10/21 | 792.00 | 000579           |
| Came & Co Insurance                        | 14/10/21 | 218.00 | 000580           |
| Moore - Payroll                            | 29/10/21 | 78.00  | 000581           |
| Village Maintenance –<br>Caretaker (O & N) | 1/12/21  | 588.00 | 000582           |
| Information Commissioner                   | 19/12/21 | 40.00  | 000585           |
| Village Maintenance –<br>Caretaker (D)     | 11/1/22  | 196.00 | 000586           |
| Moore - Payroll                            | 25/1/22  | 78.00  | 000587           |
| Village Maintenance –<br>Caretaker (J)     | 6/2/22   | 322.00 | 000588           |
| YLCA Membership 22/23                      | 23/3/22  | 61.00  | 000591           |