

Minutes of the extraordinary meeting of Thompson Parish Council

held in

Thompson Village Hall on Monday 12 October 2015 at 7:30pm

Present: Kate Winslow (Chair), Duncan Gregory, Alan Dujon, Jean Kaye, Ian Robertson, Irene Smith, Andrew Wagner and the Parish Clerk.

1 Apologies for absence: None.

2 Declaration of Interest: None.

3 Transparency:

3.1 Thompson Parish Councils Preparations to comply with the transparency code for smaller authorities: The Clerk reported on the work that had been necessary to comply with the transparency code of smaller authorities as laid out in The Local Audit and Accountability Act 2014. All required data for the period 01 April 2014 to 31 March 2015 has been published on-line at thompsonvillage.org.uk. Some data for the current year is also displayed but that this year's audit data will not be available until the internal audit has been completed in or about May 2016. There is a timetable of other items that need to be complied with in the next year or two and for which the Council will take advice from the both the Norfolk and National Associations of Local Councils. Meanwhile a transparency fund has been set up to ease the transition to compliance with transparency code for smaller authorities.

3.2 Application for a grant from the transparency fund to meet set up costs and some ongoing compliance costs: The members felt that funding should be sought for the purchase of a laptop computer to ensure that the Council's data can be retained centrally so that it is easily available to the Council, the public and can be passed to successive clerks without fear of data being lost. It was also felt that a scanner should be available so that where necessary data can be scanned for transparency purposes. It was also felt that funding should be sought for training to aid compliance with the code and for the labour costs involved in the initial set-up of this council's on-line compliance with the code and also for the on-going labour cost of compliance to 31 March 2016.

The Clerk suggested that a claim for funds for the following could be made:

Laptop computer	Medion Akoya E7411	£349.00
Scanner	Brother MFC-L2700DW	£95.00
Training for Clerk	Briefing on transparency and funding	£15.00
Labour initial setup since 01 April 2015	30 hours at £9.64	£289.20
Labour – on going costs to 31/03/16	18 hours at £9.64	£173.52

£921.72

The members voted unanimously to apply to the transparency fund for funding as listed above and directed the Clerk to send the application to Norfolk Association of Local Councils as soon as possible.