

**EAST PORTLEMOUTH PARISH COUNCIL
IN THE COLERIDGE HUNDRED OF
THE SOUTH HAMS OF DEVON**

TRANSPARENCY CODE

Adopted 4 October 2022

Signed

A handwritten signature in black ink, appearing to read 'Lindsay Lindly'. The signature is written in a cursive style with a large, sweeping flourish at the end.

The Transparency Code for Smaller Authorities came into force on 1st April, 2015. The code applies to councils with an annual turnover not exceeding £25,000 and is therefore applicable to East Portlemouth Parish Council. Under the Code East Portlemouth Parish Council is required to publish the following information on its website:

Document	Information which, under the Transparency Code, should be published	Where the information can be found on the website
All items of expenditure above £100	Publish the details of each individual item of expenditure including details as to whether VAT is recoverable	All items of expenditure are listed in each set of minutes during a financial year and can be found at https://www.eastportlemouth.org.uk/parish-council/agendas-and-minutes An itemised summary of expenditure can be found at https://www.eastportlemouth.org.uk/parish-council/reports-and-documents
End of Year Accounts	Section 1 of the Annual Return, Bank Reconciliation, Explanation of Significant Variances and if applicable an explanation of differences between 'Balances carried forward' and 'total cash and short term investments'	https://www.eastportlemouth.org.uk/parish-council/reports-and-documents
Annual Governance Statement	Section 2 of the Annual Return with explanations of any negative responses	https://www.eastportlemouth.org.uk/parish-council/reports-and-documents
List of Councillors	Name of Councillor showing committee structure, portfolios held and representation on external bodies	https://www.eastportlemouth.org.uk/parish-council/councillors
Location of public land and building assets	Details of all public land and building assets	N/A
Minutes, Agenda and papers of formal meetings	Publication of draft Minutes of all formal meetings within one month Publication of confirmed minutes once draft Minutes formally approved. Publication of meeting agenda and associated meeting papers no later than 3 clear days before the meeting to which they relate is taking place	https://www.eastportlemouth.org.uk/parish-council/agendas-and-minutes