Toft Newton Parish Council

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10th May 2026

Dear Councillors,

Reference: Transparency information: Payments over £100 in the 2025-26 financial year.

It is a requirement of the 2025-26 Practitioners Guide as issued by the Smaller Authorities Proper Practices Panel (SAPPP) that this information is collated and shared as part of our Annual Governance and Audit Return (AGAR).

Our Lincolnshire Association of Local Councils (LALC) appointed Internal Auditor, Lydia Hopton asked if this information is routinely published when the Responsible Financial Officer (RFO), Paul Holt and myself met with them on the 7th of May 2026. The answer is yes, in that it was published for 2024-25, and will shortly be published for 2025-26, however, it wasn't always the case, especially in 2022-23 and 2023-24, when I didn't realise this was a legal requirement of all Parish Councils. This must be completed and published in future years by the RFO.

Our External Auditor, PKF Littlejohn LLP will want to know / check that this information is published in accordance with the Publication Scheme adopted by us last week, the Financial Regulations, and transparency guidelines as they apply to the Parish Council sector.

Additionally, we will need to adopt a Transparency Scheme / Policy at our next meeting, so that this information is included in future years in a standardised format.

In 2024-25 this information was uploaded to our website as part of the redacted AGAR document, however, this year, this document will be uploaded as a separate document, with signatures redacted.

The following payments (see attached chart) in excess of £100 were made in accordance with our Financial Regulations, prior to the 3rd of March 2026, those were the Financial Regulations that were a number of years old. However, on the 3rd of March 2026, we adopted new Financial Regulations, which can be viewed on our website, all payments made after the 3rd of March 2026, comply with the new Financial Regulations.

Yours sincerely,

Signature redacted

Michael Lewis, Dip Psy (ICS), CertHE (Glouc) (He / Him)
Consultant to Toft Newton Parish Council
(Retired Responsible Financial Officer)
(enc.)

Date	Who the payment was made to	Amount (inc. VAT)	VAT reclaimed?	Reason for expenditure	Power to spend
07/04/2025	Lincolnshire Association of Local Councils	£144.00	£24.00	Annual Training Scheme (2025-26)	LGA 1972 s.111
07/04/2025	Lincolnshire Association of Local Councils	£171.22	VAT exempt	Annual Subscription (2025-26)	LGA 1972 s.143
07/04/2025	Lincolnshire Football Association	£100.00	VAT exempt	Pitch Inspection – preparation for Football Foundation Grant Application	HA 1980 s.96
07/04/2025	Kingfisher Direct	£216.22	£36.04	Rock salt / grit bin for Tudor Close	HA 1980 ss. 43 & 50
28/04/2025	Wages & Expenses	£215.80	VAT exempt	Payment of Wages	LGA 1972 s.112(2)
28/04/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
06/05/2025	West Lindsey District Council	£110.00	£18.33	Defibrillator Servicing (Annual SLA)	PHA 1936 s.234
12/05/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
27/05/2025	Wages & Expenses	£242.80	VAT exempt	Payment of Wages	LGA 1972 s.112(2)
25/06/2025	Wages & Expenses	£285.16	VAT exempt	Payment of Wages	LGA 1972 s.112(2)
23/07/2025	Lincolnshire Association of Local Councils	£499.20	£83.20	Routine Playground Inspection Training	LGA 1972 s.111
23/07/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
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23/07/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
23/07/2025	Wages & Expenses	£389.15	VAT exempt	Payment of Wages	LGA 1972 s.112(2)
23/07/2025	Kompan	£813.42	£135.57	Playground Maintenance	PHAAA 1907 s.76(1)

23/07/2025	Zurich Insurance	£1,014.06	VAT exempt	Insurance	LGA 1972 s.111, s.114 & s.143
13/08/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
28/08/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
04/09/2025	British Heart Foundation	£102.00	£17.00	Defibrillator Paediatric Pads	PHA 1936 s.234
04/09/2025	The Soccer Store	£537.30	£89.55	New Football Goals – part of the Football Foundation Grant	PHAAA 1907 s.76(1)
17/09/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
24/09/2025	Volunteer Expenses	£107.00	VAT exempt	Travel expenses & Work From Home (WFH) allowance	LG(FP)A 1963 s.5
10/10/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
24/10/2025	Grounds Maintenance Association	£148.00	£24.66	Football Pitch Maintenance Training	LGA 1972 s.111
27/10/2025	Wickes	£136.90	£11.89	Playground Maintenance	PHAAA 1907 s.76(1)
03/11/2025	CPA Horticulture	£605.00	£100.84	Playground Maintenance	PHAAA 1907 s.76(1)
11/11/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
28/11/2025	Green Grass Contracting	£219.70	£36.62	Grass cutting around the parish and in the park	HA 1980 s.96, s.96(5)
11/02/2026	Toft Newton Village Hall Association	£500.00	VAT exempt	Grant	LG(MP)A 1976 s.19(3)
25/02/2026	Green Grass Contracting	£210.00	£35.00	Hedge cutting at the park	LGA 1972 s.137
25/03/2026	Lincolnshire Association of Local Councils	£156.00	£26.00	Annual Training Scheme (2026-27)	LGA 1972 s.111
25/03/2026	Lincolnshire Association of Local Councils	£182.78	VAT exempt	Annual Subscription (2026-27)	LGA 1972 s.143