

COLNEY HEATH PARISH COUNCIL

Highfield Park Visitor Centre

Hill End Lane

St Albans AL4 0RA

Tel: 01727 825314

Email: clerk@colneyheathparishcouncil.gov.uk



5th October 2022

RE: Freedom of Information Act 2000

Colney Heath Parish Council – Questions regarding Confidential Cashbook and accounts queries 2003-2022

I am replying to you in response to your email received 7th September 2022 which you requested to be treated as a Freedom of Information request. The following response contains responses based on the information held and is sent on behalf of Colney Heath Parish Council.

Your request

Please state the sum of budget allocated to office administration staff in each year from 2003-2023 (i.e. excluding for example the Common Ranger, gardener, Treasure Tots staff etc)

Parish Council response

Year	Allocated Admin Staff Budget
2002/03	Information not held
2003/04	Information not held
2004/05	Information not held
2005/06	Information not held
2006/07	Information not held
2007/08	Information not held
2008/09	Information not held
2009/10	Information not held
2010/11	Information not held
2011/12	Information not held
2012/13	Information not held
2013/14	Information not held
2014/15	Information not held
2015/16	Information not held
2016/17	£54,038.00
2017/18	£50,000.00
2018/19	£67,000.00
2019/20	£70,000.00
2020/21	£72,500.00
2021/22	£75,701.00
2022/23	£78,400.00

Your request

Please state the actual expenditure for the office administration staff as defined in each year from 2003 to 2022.

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Parish Council response

Year	Actual Admin Staff Expenditure
2002/03	Information not held annual return states £43,305
2003/04	£27,894.90
2004/05	£32,630.15
2005/06	Information not held annual return states £34,313
2006/07	£39,404.44
2007/08	£47,781.40
2008/09	£52,033.23
2009/10	£78,560.20
2010/11	£80,935.56
2011/12	£81,692.64
2012/13	£84,311.62
2013/14	£88,333.62
2014/15	£94,389.85
2015/16	£48,144.00
2016/17	£38,301.00
2017/18	£51,463.14
2018/19	£74,074.00
2019/20	£66,019.99
2020/21	£72,051.47
2021/22	£80,122.41

Your request

In the years 2003 to 2022 please state the expenditure on administration expenses other than administration staff in each year, the administration expenses being those equivalent to the items under the budget headings "Administration, Democracy, and Legal" in the document "CGR Budget version 2 Prepared for full Council 28th July 2022 Item 33b".

Parish Council response

The information requested is not held in the format stated, the categories for Administration, Democracy and Legal were only recorded individually from 2019/20

Year	Administration Expenditure other than salaries
2002/03	£27,894.92
2003/04	£12,194.75
2004/05	£18,140.52
2005/06	£16,501.45
2006/07	£23,490.70
2007/08	£38,938.56
2008/09	£34,218.16
2009/10	£39,156.54

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Year	Administration Expenditure other than salaries
2010/11	£27,743.25
2011/12	£25,309.71
2012/13	£25,517.29
2013/14	£34,840.54
2014/15	£32,218.53
2015/16	£48,306.00
2016/17	£33,845.00
2017/18	£34,796.00
2018/19	£30,856.00

Year	Administration	Democracy	Legal
2019/20	£22,061	£7,443	£15,807
2020/21	£27,282	£3,813	£6,636
2021/22	£19,181	£12,084	£6,700

If you are dissatisfied with this response the Commissioner's Office recommends that you first refer the matter to the Parish Council. You can do this by writing to clerk@colneyheathparishcouncil.gov.uk and asking for an internal review of my decision.

If you wish the Parish Council to undertake an internal review, then you must write to the Parish Council within 40 working days of the date of this letter. The Council will not consider any requests received after this date unless there are exceptional circumstances for the delay.

You have a right to appeal to the Information Commissioner's Office at the following address: Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. You must do this no later than two months after the Local Authority's last response to you.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Chaplin'.

Lisa Chaplin LCGI PSLCC CPFA CiLCA
Clerk to the Council
For and on behalf of
Colney Heath Parish Council

