

PERSHORE TOWN COUNCIL - INFORMATION PUBLISHED UNDER THE LOCAL GOVERNMENT TRANSPARENCY CODE

Expenditure:

All expenditure is published monthly within the minutes of the Town Council meeting and on the Council's website on a monthly basis
Information includes: date, beneficiary, description of purpose of expenditure and amount including VAT

Tenders (over £5,000) are sought annually for grounds maintenance and floral displays - see table below

Tenders are not sought for contracts below £5,000 although three quotations are sought

Property owned by the Town Council:

Buildings:		
Town Hall - 34 High Street, Pershore WR10 1DS	Occupied by PTC	Owned freehold
Pershore Library - Church Street, Pershore WR10 1DT	Part on licence to WCC, remainder occupied by PTC	Owned freehold

Land:		
King Georges Field (Part of KGF Charity)	Public Open Space PTC are corporate trustees	Owned freehold
Land off King Georges Way	Leased to Pershore Football Club - buildings on site	Owned freehold
Avon Meadows Wetlands (part)	Occupied by PTC	Owned freehold
Pershore Riverside Youth Centre	Leased to PRYC Trustees - building on site	Owned freehold
Cherry Orchard Recreation Ground (Part of KGF)	Public Open Space	Owned freehold
White Railings (Defford Road)	Leased to Avon Navigation Trust	Owned freehold
Allotments, Nogains/Defford Road	Allotment plots leased to individual tenants	Owned freehold
Land at Holloway	Public Amenity Land	Owned freehold
Land off Holloway	Farmland	Owned freehold

Cemetery	Occupied by PTC (individual grants of grave space issued)	Owned freehold
Field adjacent to Cemetery	Occupied by PTC	Owned freehold
Cemetery Chapel	Occupied by PTC	Owned freehold

Grants Received 2020:

Purpose of grant	From	Amount
2 x Vehicle Activated Signs	Police and Crime Commissioner	£6,350
Contribution to Christmas lights	Wychavon District Council	£1,000
Covid-19 Grants	Wychavon District Council	£13,335

Grants Awarded August 2020

Beneficiary	Summary of the purpose for the grant	Registration/ Charity no	Amount
Avon Navigation Trust	Improvement of Boating facilities on King Georges field £1,000. Breakdown: Materials time and labour £500. Water points £250. Paint and labour to water points £150. Replacing parts and tidying the site £100.	244951	£200
Friends of Avon Meadows	Public Liability Insurance £600.	1174083	£250
Pershore Operatic and Dramatic Society	Industrial metal steps to replace wooden ones outside props trailer. £340	N/A	£250
Pershore Paddlers	Pool Fees £2,773. Halliwick Ast Insurances £130.	N/A	£200
Pershore Pathfinders	Hire of hall £1218 per year. Transport for Disabled £250. Guest speakers £50/meeting.	N/A	£250
Pershore Town Football Club	Running costs due to Covid-19 £900.	CH10380	£650
Pershore Riverside Youth Centre	Furnishing the new community room - chairs and sofa £900.	1156413	£250
Pershore Talking Newspaper	Updated software to record news, New laptop needed to upgrade from 2012 Windows 7. £178.80	512334	£200
St Andrews Parish Centre Trust	Felling of Cherry Tree which is damaging the Grade 2 Former stables, now used as a store room. £240	501353	£180
Pershore Volunteer Centre	Client costs £9000. Staff costs £4000. Volunteer cost £1250. Venue £1500	1166141	£500
Pershore Wellbeing Hub	Set up costs	N/A	£70

Staffing

Job Title & Grade	Contact Details	Job Status	Salary
Town Clerk - LC3	townclerk@pershore-tc.gov.uk	Permanent (37 hours pw)	Under £50,000

Deputy Town Clerk - LC2	deputytownclerk@pershore-tc.gov.uk	Permanent (37 hours pw)	Under £50,000
Administration Assistant - LC1	admin@pershore-tc.gov.uk	Permanent (30 hours pw)	Under £50,000
Visitor Information Assistant - LC1	tourism@pershore-tc.gov.uk	Permanent (26 hours pw)	Under £50,000
Groundsman - Permanent - LC1	Via the office on 01386 561561	Permanent (30 hours pw)	Under £50,000
Groundsman - Permanent - LC1	Via the office on 01386 561561	Permanent (20 hours pw)	Under £50,000

No staff are Trade Union representatives

No employees receive any bonus payments

No employees are undertaking investigations or prosecutions of fraud

Pay multiple is between highest paid salary and median of remainder of workforce is :- 3.1:1

Procurement Information:

The Town Council does not operate a Procurement Card

Invitation to tender - contracts for 2021 in excess of £5,000

Title	Description of goods and/or services sought	Start date/end date	Review date
Alan Guest Mowing Services	Grounds Maintenance	01.01.21/31.12.21	01.08.21
Continental Landscapes	Grounds Maintenance	01.01.21/31.12.21	01.08.21
Countrywide Grounds Maintenance	Grounds Maintenance	01.01.21/31.12.21	01.08.21
Limebridge Rural Services	Grounds Maintenance	01.01.21/31.12.21	01.08.21
Midlands Grounds Maintenance	Grounds Maintenance	01.01.21/31.12.21	01.08.21
Countrywide Grounds Maintenance	Cemetery Grounds Maintenance	01.01.21/31.12.21	01.08.21
Limebridge Rural Services	Cemetery Grounds Maintenance	01.01.21/31.12.21	01.08.21

Tender documents are sent out for contracts in excess of £5,000 for:-

Floral Displays	August 2021
Christmas Lights	January 2021
Security	April 2022

Cleaning	January 2021
Photocopier lease	March 2021
Individual contracts	As required

Contracts awarded - contracts in excess of £5,000

Supplier name and details	Description of goods and/or services sought	Sum to be paid per annum over length of contract. Date of contract	Review date
Limebridge Rural Services	Grounds Maintenance	01.01.21-31.12.21 £6,630	01.08.21
Countrywide Grounds Maintenance	Cemetery Grounds Maintenance	01.01.21-31.12.21 £10,280	01.08.21
Mill Lane Nurseries	Floral Displays	01.01.19-31.12.21 £19,564	01.08.21
Blachere Illuminations	Installation and Storage of Christmas lights	01.01.18-31.12.21 9,000	01.01.21
Area 9 Security	Security and Lock Ups	01.04.19-01.04.22 £7,200	01.04.22
Executive Cleaning	Cleaning of Town Hall and Library	01.04.14-01.04.21 £8,600	01.01.21

Waste contracts

Contractor	Detail	Cost
Wychavon District Council	April - October: 2 x 1200 litre and 1 x 750 litre bin, 1 x recycling bin. November - March: 1 x 1200 litre bin, 1 recycling bin	£1,405

December 2020

December 2020