

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

All expenditure is published monthly within the Minutes of the Town Council meeting and on the Council's website  
Information includes, payee, description of purpose of payment and amount including VAT

The Town Council does not operate a Procurement Card

Tenders (over £5,000) are sought annually for grounds maintenance and floral displays  
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
Cemetery	Occupied by PTC (individual grants of grave space issued)	owned freehold
Field adjacent to Cemetery	Occupied by PTC	owned freehold

**GRANTS AWARDED 2017**

<b>Evesham and District Music Club</b>	Youth Concert - performance fees (£750) and publicity (£200)	<b>100</b>
<b>First Pershore Scouts</b>	Tentage (£200 per tent)	<b>200</b>
<b>Friends of Avon Meadows</b>	Insurances (£300) and work party supplies (£100)	<b>200</b>
<b>Pershore Carnival</b>	Carnival costs inc Park Hire/pritning/skip hire/PA etc	<b>400</b>
<b>Pershore Evergreen Club</b>	Trips for elderly members (3 @ £250 each)	<b>200</b>
<b>Pershore Jazz (2002)</b>	Venue hire £16940/Bands £30060/Publicity £2400/St Johns £1937/Piano hire £600/Insurances £1850	<b>400</b>
<b>Pershore Midsummer Brass</b>	Payment of bands, advertising, venue hire and equipment hire	<b>400</b>
<b>Pershore Paddlers</b>	Pool fees (£2,542) and Insurance (£126)	<b>250</b>
<b>Pershore Plum Festival</b>	Park and ride costs (£1100)	<b>400</b>
<b>Pershore Air Cadets</b>	D of E (£550) air rifle accessories (£125) 30 pairs of waterproof trousers (£750)	<b>200</b>
<b>Pershore Volunteer Centre</b>	Client Support - food,transport (£5000) Staff & volunteer costs (£2500) Venue Hire, office support (£5000) Tea	<b>400</b>
<b>St Andrews Parish Centre</b>	Replacement cooker for kitchen(£1319)	<b>250</b>
<b>Pershore River Festival</b>	Promotional material for event (£1400)	<b>400</b>

**Staffing**

<b>Job Title</b>	<b>Permanent/fixed term contract</b>	<b>salary</b>
Town Clerk	Permanent	under £50,000
Administration Assistant	Permanent part time (26 hours a week)	under £50,000
Administration Assistant Finance	Permanent part time (30 5 hours a week)	under £50,000

For review October 2018

Visitor Information Centre Assistant	Permanent part time (26 hours per week)	under £50,000
Groundsman	Permanent part time (16 hours per week)	under £50,000
Assistant Groundsman (Cemetery)	Part time (25 hours per week) fixed contract	under £50,000
Cleaner and Assistant Grounds worker(Cemetery)	Permanent part time (7 hours per week)	under £50,000

No staff are Trade Union representatives

No employees remuneration exceeds £50,000 p.a.

No employees receive any bonus payments

Job descriptions of all staff are available via our web site

Pay multiple is between highest paid salary and median of remainder of workforce is :- 3.8:1

### **Procurement Information**

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

Grounds Maintenance	Annually in August
Floral Displays	Annually in August
Cemetery Grounds Maintenance	Annually in August

Individual contracts as required

For review October 2018

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