

# Stratfield Mortimer Parish Council

Full Council 24/06/2021

## Annual Subscriptions and Continuous Payments

**Agenda item 21/042 2: To review and APPROVE the annual subscriptions and continuous payments**

### Financial Regulations

5.6. For each financial year the RFO shall draw up a list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation (such as but not exclusively) Salaries, PAYE and NI, Superannuation Fund and regular maintenance contracts and the like for which the Council may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments made shall be submitted to the next appropriate meeting of the Council.

### Approved Under Delegated Powers

- Institute of Cemetery & Crematorium Management - £95.00 per annum
- Berkshire Association of Local Councils – £666.86 per annum
- National Association of Local Councils - £226.98 per annum
- Society of Local Council Clerks membership – L. Hannawin - £234.00 per annum
- BHIB – £739.58 per annum
- Rialtas Support & Maintenance Licence –£124.00 per annum
- Microsoft Office 365 – approximately £909.00 per annum

### For Consideration

#### Annual Subscriptions/Payments

- Information Commissioner’s Office – approximately £40.00 per annum
- Parish Online Mapping Service – approximately £74.00 per annum – for 2021/22 this should be paid for by BHIB as part of the insurance package.
- Data Protection Officer - approximately £60 per annum
- Society of Local Council Clerks membership – B. O’Reilly - £227.00 per annum

#### Contract Payments

- Suez Recycling – approximately £130.00 per month
- Currys PC World - £9.94 per month – once the current issue on the Clerk’s old laptop has been fixed, this will be cancelled.
- EE Mobile Phone Plan - £24.00 per month
- Lloyds Multipay card fee - £3 per month
- SSE – approximately £115.00 per quarter
- WBC Library Rent - £812.50 per quarter
- Cemetery Rent - £62.50 per quarter
- BT (landline and broadband) - approximately £269.00 per quarter
- Fairground Rent - £2,701.00 per annum. Rent review next due in August 2027 when the lease expires.

**Monthly Payroll**

- Salary (net) & Pension – approximately £4,087 per month
- PAYE & NIC – approximately £1099.00 per month