

Finance

Full Council 14th March 2024

Subscriptions and Continuous Payments

Agenda Item: 23/139 4: To receive and note a summary of payments made – Schedule C.

Financial Regulations

10.1 Each financial year or from time to time as necessary the RFO shall draw up a list of payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation (for example salaries, PAYE and NI, pension payments, and regular maintenance contracts), and seek Council authorisation for the same.

10.2 Upon such authorisation the RFO may make payments in accordance with the schedule without seeking further authorisation (but subject to the reporting requirements below).

10.3 As part of the Agenda for any relevant Meeting, the Clerk shall prepare (as relevant):

10.3.4 a schedule of payments made in accordance with Regulation 10.2 ("Schedule C").

Schedule C – from 08/02/2024 – 04/03/2024

Item	Payment Date	Payee Details	Amount
Electronic Bank and Card Payments			
1.	09/02/24	Sunshine Commercial Services: Fairground grounds maintenance December 2023 in. VAT	£384.14
2.	09/02/24	David Sturt: IT monitoring & support December 2024	£105.00
3.	09/02/24	David Sturt: IT monitoring & support January 2024	£105.00
4.	09/02/24	Tactical Facilities Ltd: cemetery hedge cutting inc. VAT	£460.56
5.	09/02/24	ICO: Data protection annual fee.	£40.00
6.	27/02/24	Microsoft: 2 x Office 365 licences.	£247.20
7.	29/02/24	Salaries (Month 11 February 2024) inc. pension contributions	£ 4616.77
8.	29/02/24	HMRC - PAYE & NI for Month 11	£1197.34
9.	01/03/24	Google: DNS network services	£0.35
	04/03/24	Lloyds: card fee	£3.00
Direct Debits			
10.	07/02/24	Smart Pension: admin fee inc. VAT	£26.40
11.	12/02/24	EE: mobile phone charges & WiFi hotspot	£42.00
12.	23/02/24	OVO: Electricity inc. VAT	£6.00
13.	29/02/24	Suez – waste collection inc. VAT	£99.58
14.	01/03/24	OVO: Electricity inc. VAT	£16.00
15.	01/03/24	OVO: Electricity inc. VAT	£33.00