

Finance

Full Council 12 September 2024

Payments made with the authorisation of Chairman/Vice-Chairman and the Clerk

Agenda Item: 24/067 3: To receive and note a summary of payments made – Schedules B i and B ii.

Financial Regulations

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

10.3.3 a schedule of payments authorised in accordance with Regulations 5.2.3 ("Schedule B i") or 5.2.4 ("Schedule B ii") to be noted;

5.2.3 from the Clerk, in conjunction with the Council Chairman (or in their absence the Council Vice-Chairman) or the Chairman of a duly delegated Body, for amounts up to £5,000.00;

5.2.4 from the Clerk for amounts up to £500.00.

Schedule B i – the Clerk in conjunction with the Chairman

Item	Date of Payment	Payee Details	Amount £
Electronic Bank Payments			
1.	15/07/24	Tactical: 1 x metal bin liner installation fee inc VAT	204.00
2.	30/08/24	J Sylla: expenses DSB check	18.00
3.	30/08/24	Vita Play: quarterly operational inspection inc VAT	117.60
4.	30/08/24	Crescent Signs: pillbox sign and installation inc VAT	873.60
5.	30/08/24	Dads Shop: hardware & seed inc VAT	14.74
6.	30/08/24	JP Design: pillbox sign design	105.00
7.	30/08/24	Alebrije Consulting: July admin for Neighbourhood Plan	187.50
8.	30/08/24	Oakey Tree Services: Windmill Common tree work inc VAT	2660.00
9.	30/08/24	NALC: Local Council Award Scheme accreditation fee inc VAT	60.00
10.	30/08/24	Tactical: 4 x metal bin liner installation fee inc VAT	816.00
11.	30/08/24	J Sylla: expenses bin bags inc VAT	9.75
12.	30/08/24	PKF Littlejohn: external audit fee inc VAT	756.00
13.	30/08/24	Mortimer Methodist Church: hall rental April – August	325.00

Schedule B ii – the Clerk

Item	Date of Payment	Payee Details	Amount
Card Payments			
1.	12/07/24	Post Office: postage	3.10
2.	16/07/24	Post Office: postage – tender for Fairground footpath & Utility Square	10.50
3.	12/07/24	Post Office: postage	1.55
4.	29/07/24	The Payroll Site: payroll software quarterly charge inc VAT	23.40
5.	01/08/24	Grabloader: soil for cemetery inc VAT	72.00
6.	01/08/24	Google: DNS network services	.38
7.	02/08/24	Lloyds: monthly card fee	3.00
8.	16/08/24	Net World Sports: replacement tennis court nets inc VAT	321.13

9.	19/08/24	Co-op: refreshments for RoSPA training	6.54
10.	20/08/24	WBC: room hire (library) for RoSPA training	33.00
11.	27/08/24	Land Registry: Ferndale Court	6.00
12.	28/08/24	Microsoft: additional licence	38.51
13.	29/08/24	Post Office: postage for Cemetery tenders	17.40
14.	30/08/24	Glasdon: large refuse sacks inc VAT	65.18
15.	30/08/24	NALC: Mastering Emergency Planning training – A Richardson inc VAT	39.22
16.	01/09/24	Google: DNS network services	.38
17.	02/09/24	Lloyds: monthly card fee	3.00