

Finance

Full Council 12 September 2024

Subscriptions and Continuous Payments

Agenda Item: 24/067 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

Item	Payment Date	Payee Details	Amount £
Electronic Bank and Card Payments			
1.	15/07/24	Parish Online: annual fee inc VAT	192.00
2.	15/07/24	Tactical Facilities Ltd: cemetery grounds maintenance 10/06 inc VAT	79.57
3.	15/07/24	Tactical Facilities Ltd: dog waste empties June inc VAT	134.40
4.	15/07/24	WBC: office rental 24/06 – 24/09	875.00
5.	29/07/24	D Sturt: IT support June	130.00
6.	29/07/24	Tactical Facilities Ltd: cemetery hedge cutting inc VAT	460.56
7.	29/07/24	Tactical Facilities Ltd: dog waste empties July inc VAT	168.00
8.	29/07/24	Tactical Facilities Ltd: cemetery grounds maintenance 03/07 inc VAT	
9.	31/07/24	Salaries: Month 4 July 2024 inc pension contributions	4970.25
10.	31/07/24	HMRC: PAYE & NI for Month 4	1246.27
11.	30/08/24	SCS: Fairground grounds maintenance July 2024 inc VAT	407.20
12.	20/08/24	Tactical Facilities Ltd: cemetery grounds maintenance 16/08 inc VAT	79.57
13.	27/08/24	Tactical Facilities Ltd: dog waste empties inc VAT	134.40
14.	29/09/24	Englefield: cemetery rent 24/09 – 24/12	62.50
15.	08/08/24	Tactical Facilities Ltd: cemetery grounds maintenance 16/08 inc VAT	79.57
16.	30/08/24	Salaries: Month 5 August 2024 inc pension contributions	4538.93
17.	30/08/24	HMRC: PAYE & NI for Month 5	1187.84
Direct Debits			
18.	01/07/24	OVO: Electricity inc VAT	16.00
19.	01/07/24	OVO: Electricity inc VAT	33.00
20.	05/07/24	Smart Pension: admin fee inc VAT	26.40
21.	09/07/24	BT: quarterly charge inc VAT	262.83

22.	10/07/24	EE: mobile phone charges & WiFi hotspot	43.02
23.	23/07/24	OVO: Electricity inc. VAT	6.00
24.	31/07/24	Suez: Waste collection June inc VAT	99.58
25.	01/08/24	OVO: Electricity inc VAT	16.00
26.	01/08/24	OVO: Electricity inc VAT	33.00
27.	07/08/24	Smart Pension: admin fee inc VAT	26.40
28.	12/08/24	EE: mobile phone charges & WiFi hotspot	43.02
29.	23/08/24	OVO: Electricity inc VAT	109.00
30.	23/08/24	Fairground Trust: annual rent	2701.00
31.	30/08/24	Suez: Waste collection July inc VAT	99.58