

# Finance

## Full Council 10 October 2024

### Subscriptions and Continuous Payments

#### Agenda Item: 24/081 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 £
<b>Electronic Bank and Card Payments</b>			
1.	16/10/24	Tactical Facilities Ltd: cemetery grounds maintenance 10/09 inc VAT	79.57
2.	16/10/24	Tactical Facilities: dog waste empties Sept inc VAT	134.40
3.	16/10/24	Tactical Facilities Ltd: cemetery grounds maintenance 24/09 inc VAT	79.57
4.	16/10/24	SCS Ltd: grazing area one off cut inc VAT	176.30
5.	16/10/24	West Berkshire Council: quarterly office rent	875.00
6.	16/10/24	CCB: annual membership fee inc VAT	42.00
7.	16/10/24	Salaries: Month 7, Oct 2024 inc pension contributions	4955.38
8.	16/10/24	HMRC: PAYE & NI for Month 7, Oct 2024	1272.66
<b>Direct Debits</b>			
9.	01/10/24	OVO: Electricity inc VAT	16.00
10.	01/10/24	OVO: Electricity inc VAT	33.00
11.	07/10/24	Smart Pension: admin fee inc VAT	26.40
12.	09/10/24	BT: quarterly charge inc VAT	289.54
13.	10/10/24	EE: mobile phone charges & WiFi hotspot	40.09
14.	23/10/24	OVO: Electricity inc. VAT	59.00
15.	31/10/24	Suez: Waste collection August inc VAT	99.58
16.	31/10/24	Unity Trust: service charge	9.30