

Finance

Full Council 11 June 2026

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

Agenda Item: 26/037 3: To receive and note a summary of payments made – Schedules B i and B ii.

Financial Regulations

- 12.1 As part of the Agenda for any relevant Meeting, the Clerk shall prepare (as relevant):
- 12.1.3 schedule of payments made (“Schedule Bi”) to be noted as having been authorised in accordance with Paragraph 8.1.3 (payments authorised by a Relevant Body Chairman and Clerk);
- 8.1.3 from the Clerk, in conjunction with a Relevant Body Chairman, for amounts up to £5,000.00 in accordance with that Relevant Body’s, or Relevant Sub-Body’s, Budget;
- 8.1.4 from the Clerk for amounts up to £500.00.
- 12.1.4 schedule of payments made (“Schedule Bii”) to be noted as having been authorised in accordance with Paragraph 8.1.4 (payments authorised by the Clerk);

.Schedule B i – the Clerk in conjunction with the Chairman

Item	Date of Payment	Payee Details	Amount £
Electronic Bank Payments			
1.			
2.			

.Schedule B ii – the Clerk

Item	Date of Payment	Payee Details	Amount £
Electronic Bank Payments- May			
1.	15/05/26	Reimbursement to H Geary for APM refreshments	218.46
Card Payments and Direct Debits- May			
1.	01/05/26	Lloyds: monthly card fee	3.00
2.	01/05/26	Amzn: Charger for phone inc VAT	13.89
3.	07/05/26	Post office: postage	5.60
4.	12/05/26	Amzn: card wallets for filing cabinet inc VAT	12.32
5.	13/05/26	Amzn: folder dividers inc VAT	2.86
6.	19/05/26	Amzn: grand opening kit inc VAT	31.98
7.	19/05/26	Amzn: coffee for office inc VAT	30.21
8.	17/05/26	Jotform: monthly subscription	23.40
9.	18/05/26	Mailchimp monthly subscription	40.77
10.	21/05/26	Amzn: Cameras X 5 inc VAT	199.40
11.	21/05/26	DLVR IT Management consulting: link from Website to social media	96.84
12.	29/05/26	Amzn: Cameras X 5 inc VAT	199.40