

Finance

Full Council 30 July 2026

Subscriptions and Continuous Payments

Agenda Item: 26/055 4: To receive and note a summary of payments made – Schedule C.

Financial Regulations

- 11.1 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.
- 11.2 Upon such authorisation the RFO may make payments in accordance with the schedule without seeking further authorisation (but subject to the reporting requirements below).
- 12.1 As part of the Agenda for any relevant Meeting, the Clerk shall prepare (as relevant):
- 12.1.5 a schedule of payments made ("Schedule Ci") to be noted as having been authorised in accordance with Paragraph 11.2 (regular payments authorised in advance by the Council);
- 12.1.6 a schedule of payments made ("Schedule Cii") to be noted as having been previously authorised in accordance with a Paragraphs 8.1.1 or 8.1.2 (payments previously authorised by the Council or other Relevant Body);

Schedule Ci

Item	Payment Date	Payee Details	Amount £
Electronic Bank and Card Payments- May			
1.	30/06/26	Salaries: Month 03, June 2026 inc pension contributions	5598.27
2.	30/06/26	HMRC: PAYE & NI for Month 03, June 2026	1699.06
3.	13/06/26	Fresh Pay: admin fee for June 26 inc VAT	8.16
4.	15/06/26	David Sturt: Purple dragon IT services May	130.00
5.	15/06/26	Shield: Dog waste empty May inc VAT	163.80
6.	15/06/26	Shield: Dog waste empty June inc VAT	218.40
7.			
8.	15/06/26	Colourcourt: annual tennis court clean inc VAT	780.00
9.	15/06/26	Claire Connell: end of year audit	260.00
10.	15/06/26	Tactical: cemetery grass inc VAT	96.00
11.	15/06/26	Tactical: cemetery grass inc VAT	162.00
12.	15/06/26	Tactical: cemetery grass inc VAT	38.40
13.	15/06/26	Englefield: quarterly rent for cemetery	62.50
Direct Debits- May			
14.	01/06/26	OVO: Electricity inc VAT	15.00
15.	01/06/26	OVO: Electricity inc VAT	15.00
16.	10/06/26	EE: mobile phone charges & WiFi hotspot	45.56
17.	23/06/26	OVO: Electricity inc. VAT	30.00
18.	30/06/26	Suez: Waste collection inc VAT	120.95
19.	30/06/26	Unity Trust: service charge	12.40
20.	05/06/26	Smart pension: monthly admin fee inc VAT	26.40
21.	01/06/26	Google: DNS services	0.75

22.	22/06/26	Gigaclear: Monthly Fee	72.00
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Schedule Cii

Item	Payment Date	Payee Details	Amount £
Electronic Bank and Card Payments- May			
1.			
2.	15/06/26	Englefield: Lease for cycleway inc VAT	6000.00
3.	15/05/26	Bell Cornwell: inc VAT	576.00
4.			