

Finance

Full Council 9 May 2024

Subscriptions and Continuous Payments

Agenda Item: 24/017 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.	18/04/24	Sunshine Commercial Services: Fairground grounds maintenance February 2024 in. VAT	384.14
2.	18/04/24	Rialtas: Annual accounts software & support inc. VAT	230.40
3.	18/04/24	Rialtas: Annual Making Tax Digital software inc. VAT	132.00
4.	18/04/24	Sunshine Commercial Services: Fairground grounds maintenance March 2024 inc. VAT	384.14
5.	18/04/24	ICCM: Annual membership	100.00
6.	18/04/24	Tactical Facilities Ltd: pillbox grounds maintenance inc. VAT	41.21
7.	18/04/24	BALC: Annual membership for BALC & HALC	905.58
8.	18/04/24	Tactical Facilities Ltd: cemetery pillbox grounds maintenance inc. VAT	79.57
9.	18/04/24	I-Next Ltd: Annual website fee inc. VAT	435.60
10.	18/04/24	WBC: Quarterly rent	875.00
11.	30/04/24	Salaries: Month 1 April 2024 inc. pension contributions	4938.57
12.	30/04/24	HMRC: PAYE & NI for Month 1	1379.10
Direct Debits			
13.	02/04/24	OVO: Electricity inc. VAT	16.00
14.	03/04/24	OVO: Electricity inc. VAT	33.00
15.	05/04/24	Smart Pension: admin fee inc. VAT	26.40
16.	08/04/24	BT: Quarterly rental inc. VAT	255.08
17.	10/04/24	EE: mobile phone charges & WiFi hotspot	33.64
18.	23/04/24	OVO: Electricity inc. VAT	6.00

