

Paper 1 – Payments awaiting authorisation

Agenda Item 10a) Thurston Parish Council – 01.07.20

The integrity of the Council's finances during COVID-19 is to be protected during this period by two of three signatories checking and approving in person (by signing) invoice for payment for which they will have seen the originals copies. Cheques will be signed by a visit by the Clerk, by prior arrangement to either the Parish Council or to the dwellings of two of the signatories. At all times social distancing will be employed and gloves will be worn by those handling the paperwork.

Within the Council's Financial Regulations (4.1) - expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget or where prior approval has been given for such expenditure to be incurred e.g. under contractual agreements.

This authority is to be determined by:

- the council for all items over £2,500;
- the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £2,500.

Such authority is to be evidenced by a Minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman. Invoices will only be processed for payment by the Parish Clerk once she is satisfied that the payment sums match the invoices produced.

Accounts submitted for payment – 01.07.20

	Voucher	METHOD	NETT	VAT	TOTAL	POWER INCURRED
M & C Camp – COVID-19 Expenses	903	3628	17.55	0.00	17.55	<i>LGA 1972 s111</i>
BDC – Litter bin emptying – New Green Millennium Garden	904	3629	27.72	5.54	33.26	<i>Open Spaces Act 1908 s9&10</i>
NALC – Registration Fee – Quality	905	3630	50.00	10.00	60.00	<i>LGA 1972 s111</i>
New Green Community Trust – Grant	906	3631	1500.00	0.00	1500.00	<i>LGA 1972 s137</i>
New Green Community Trust – balance of rent increase – Apr – June	907	3632	16.83	0.00	16.83	<i>LGA 1972 s137</i>
B Morris – COVID-19 Expenses	908	3633	27.90	0.00	27.90	<i>LGA 1972 s137</i>
M&TJ's – Grounds Maintenance	909	3634	256.00	51.20	307.20	<i>Open Spaces Act 1908 s9&10</i>

Presented by: Mrs V Waples, Responsible Financial Officer

Countersigned by: Mr C Dashper, Chair to the Parish Council