

In accordance with Thurston Financial Regulation FR 5.6, for each year the Clerk and/or RFO shall draw up a list of due payments on a regular basis as the result of a continuing contract, statutory duty, or obligation (such as but not exclusively: salaries, PAYE add NI, Superannuation Fund) and regular maintenance contracts and the like for which the council may authorise payment for the year provided that the requirements of Financial Regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of the council.

Parish Council							
Frequency Expenditure Incurred	Payment Method	Beneficiary	Summary of the purpose of the expenditure	Nett Amount	VAT Recoverable	VAT Non Recov.	Merchant Category
Monthly	Standing Order	New Green Community Trust	Rent for lease of Parish Council Offices	tbc	0.00	0.00	Administration
Monthly	Credit Card	Amazon	Stationery	Variable	Variable		Administration
Monthly	Credit Card	Eurooffice	Stationery	Variable	Variable		Administration
Monthly	Credit Card	Adobe Systems Software	Adobe Export Pdf	16.64	3.33	0.00	Administration
Monthly	Direct Debit	Aerial Direct	Provision of telephone and broadband			0.00	Administration
Monthly	Direct Debit	O2	Provision of mobile telephone sims x 3	33.00	6.6	0.00	Administration
Monthly	Direct Transfer	TOP Garden Services	Grounds maintenance contracts	Variable	Variable	0.00	Services
Monthly	Direct Transfer	SCC Pension Fund	Pensions for eligible staff	Variable	0.00	0.00	Staff
Monthly	Direct Transfer	Salaries	Staff remuneration	Variable	0.00	0.00	Staff
Monthly	Direct Transfer	Internet for Pavilion	BT	37.95	7.59	0.00	Administration
Weekly	Direct Transfer	SACKERS	Weekly Commerical Bins (1 - rechargeable)	29.00	5.80	0.00	Services
Quarterly	Direct Transfer	Operational Inspection	Kompan	334.52	66.90	0.00	Services
Quarterly	Direct Transfer	HM Revenue & Customs	PAYE & NI Deductions	Variable	Variable	0.00	Staff
Annually	Direct Trasnfer	SF Electrical Services	Pat Testing Equipment - Office	Variable	Variable	0.00	Administration
Annually	Direct Debit	Amazon Prime	Membership Subscription	95.00	0.00	0.00	Administration
Annually	Direct Debit	ICO	Data Controller Registration	35.00	0.00	0.00	Administration
Annually	Direct Debit	123 connect	Domain Hosting name services	99.00	19.80	0.00	Administration
Annually	Direct Transfer	Suffolk cloud	Website Hosting & email hosting	493.00	0.00	0.00	Administration
Annually	Direct Transfer	Community Heartbeat	Managing cost x 3 units	495.00	99.00	0.00	Administration
Annually	Direct Debit	Microsoft Office 365	Annual Subscription - Clerk's Laptop	123.60	24.72	0.00	Administration
Annually	Direct Debit	Microsoft Office 365	Annual Subscription - Office Laptop	123.60	24.72	0.00	Administration

Annually	Credit Card	McAfee Livesafe	Virus Protection	159.99	0.00	0.00	Administration
Annually	Direct Transfer	Travellers Insurance	Cyber Insurance	Variable	0.00	0.00	Administration
Annually	Direct Transfer	Zurich Municipal	Insurance	Variable	0.00	0.00	Administration

PC as Trustee of Recreational Ground							
Frequency Expenditure Incurred	Payment Method	Beneficiary	Summary of the purpose of the expenditure	Nett Amount	VAT	VAT	Merchant Category
					recoverable	non recoverable	
Monthly	Direct Transfer	Caretaker	Payment under contract	Variable	Variable	0.00	Administration
Monthly	Direct Transfer	Pavilion Cleaner	Cleaning contract	Variable	Variable	0.00	Administration
Monthly	Direct Transfer	TOP Garden Services	Grounds maintenance contract	Variable	Variable	0.00	Services
Annually	Direct Transfer	Business Services at CAS	Insurance - Pavilion & Recreation Grd.	Variable	0	0.00	Administration
Annually	Direct Transfer	Newflame	Fire Safety Inspection	Variable	Variable	0.00	Services
Monthly	Direct Debit	British Gas	Supply of electricity for the Pavilion	Variable	Variable	0.00	Services
Quarterly	Direct Debit	Anglian Water	Supply of water for the Pavilion	Variable	Variable	0.00	Services