

The integrity of the Council's finances will 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 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 the submission of this paper – presented by the Clerk and will be countersigned by the Chairman at an appropriate meeting observing social distancing rules. Invoices were only processed for payment by the Parish Clerk once she was satisfied that the payment sums match the invoices produced.

Accounts paid since 1 January 2022	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (Jan 22)	1338	SO	385.09	0.00	385.09
Plusnet – Telephone & internet (Jan – Feb 22)	1339	DD	28.35	5.67	34.02
BT – Broadband for CCTV	1340	DD	55.92	11.18	67.10
Adobe Systems Software – Acrobat Pro DC	1341	CC	12.64	2.53	15.17
Amazon – Stationary – filing accessories	1342	CC	37.02	7.41	44.43
SCC – Licence to install village noticeboard – School Rd	1343	CC	150.00	0.00	150.00
SCC – Licence to install village noticeboard – Heath Rd	1344	CC	150.00	0.00	150.00
BMSDC – Discharge of conditions – Recycling Centre	1345	CC	116.00	0.00	116.00
McAfee – Annual Subscription	1346	CC	89.99	0.00	89.99
Amazon – Stationary – Keyboard & mouse	1347	CC	19.16	3.83	22.99
Salaries – January 2022	1348-1352	BACS	3891.15	0.00	3891.15

Items paid following authorisation at meeting of 12th January 2022

SHO Cleaning and Maintenance – Office Cleaning	1334	BACS	84.00	0.00	84.00
M&TJ's – Tree Removal – School Road & St Peters Way	1335	BACS	1370.00	274.00	1644.00
Suffolk County Council – - Upgrade Column 62 – Victoria Close	1336	BACS	457.11	91.42	548.53
Kompan – Cocowave Swing	1337	BACS	12825.90	2565.18	15391.08

All payments authorised under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

Note: Council resolved at the 2019 Annual Meeting that it met the eligibility conditions, and this continues right through until the next relevant annual meeting, which will be in May 2023. This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012) refers.

Presented by: **Mrs V Waples, Responsible Financial Officer**

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