

Paper 2 – Expenditure incurred since 1st July 2020

Paper 2 – 05.08.20 Agenda Item 10b)

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 1st July 2020	Voucher	METHOD	NETT	VAT	TOTAL	POWER INCURRED
New Green Trust – Office Suite Rent (August 20)	931	SO	375.64	0.00	375.64	LGA 1972 s111
Plusnet – Telephone & internet (July – Aug 20)	932	DD	34.85	6.97	41.82	LGA 1972 s111
Amazon Prime	933	CC	7.99	0.00	7.99	LGA 1972 s111
Shenzhen Hua Ting – Telescopic dusters	934	CC	14.98	3.00	17.98	LGA 1972 s111
Waitrose – stationary	935	CC	8.46	1.69	10.15	LGA 1972 s111
Amazon – Hand sanitiser – Pavilion & Office	936	CC	33.24	6.66	39.90	LGA 1972 s111
Amazon – Hand sanitiser dispenser – Pavilion & Office	937	CC	99.98	20.00	119.98	LGA 1972 s111
Eurooffice – Face Masks	938	CC	65.96	0.00	65.96	LGA 1972 s111

Presented by: Mrs V Waples, Responsible Financial Officer

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