

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 2nd December 2020	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (January 21)	1049	SO	381.28	0.00	381.28
Plusnet -Office Mobile – (December 20)	1050	DD	6.67	1.33	8.00
Plusnet – Telephone & internet (Dec 20 – Jan 21)	1051	DD	31.30	6.26	37.56
Staff Salaries – January 2021	1052-1056	3714-3718	3444.12	0.00	3444.12
Ashtons Legal – Legal Fees	1057	3719	2000.00	400.00	2400.00
Amazon – Screen for Clerk	1058	CC	125.00	25.00	150.00
Amazon – HDMI Cable	1059	CC	4.99	1.00	5.99
Amazon – replacement power cable	1060	CC	14.16	2.83	16.99
Amazon – laminating pouches & colour paper	1061	CC	19.16	3.83	22.99
Amazon – desk mount	1062	CC	16.66	3.33	19.99
Amazon – power cable linkage	1063	CC	14.16	2.83	16.99
Eurooffice – Stationary (office)	1064	CC	55.30	11.07	66.37
SLCC – Principal Membership	1065	CC	32.08	0.00	32.08
Amazon – prime membership	1066	CC	7.99	0.00	7.99
Amazon – hazard warning tape	1067	CC	16.62	3.32	19.94
Amazon – filing accessory	1068	CC	19.16	3.83	22.99
McAfee – security	1069	CC	89.99	0.00	89.99
OAKS CCTV Ltd – Completion of installation of CCTV	1070	3720	3766.67	753.33	4520.00

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**