

Paper 10 – Expenditure incurred since 6th May 2020

Paper 3 – 03.06.20 Agenda Item 10c)

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 6th May 2020	Voucher	METHOD	NETT	VAT	TOTAL	POWER INCURRED
M Camp – Covid 19 Expenses	870	3622	21.15	0.00	21.15	LGA 1972 s111
M&TJ’s – Grounds Maintenance	871	3623	282.00	56.40	338.40	Opens Spaces Act 1906 s9&10
New Green Trust – Office Suite Rent (May 20)	872	SO	375.64	0.00	375.64	LGA 1972 s111
Plusnet – Telephone & internet (March 20)	873	DD	37.60	7.52	45.12	LGA 1972 s111
Salaries – May 2020	874-877	3578-3581	2566.45	0.00	2566.45	LGA 1972 s112
Amazon Prime	878	CC	7.99	0.00	7.99	LGA 1972 s111
Thurston Post Office – Paper	879	CC	8.32	1.66	9.98	LGA 1972 s111
Amazon – Lanyards – Covid-19 Emergency Plan	880	CC	21.66	4.33	25.99	LGA 1972 s111
Eurooffice – Paper – Covid-19 – Emergency Plan	881	CC	49.03	9.81	58.84	LGA 1972 s111
Amazon – Inks – Covid-19 – Emergency Plan	882	CC	84.72	16.95	101.67	LGA 1972 s111
Amazon – Lanyards – Covid-19 – Emergency Pan	883	CC	21.66	4.33	25.99	LGA 1972 s111
Amazon – Badge Inserts – Covid-19 – Emergency Plan	884	CC	15.90	3.18	19.08	LGA 1972 s111
Amazon – Nitrile Gloves – Covid-19 – Emergency Plan	885	CC	104.23	20.85	125.08	LGA 1972 s111
Amazon – Lanyards – Covid-19 – Emergency Plan	886	CC	21.66	4.33	25.99	LGA 1972 s111
Amazon – Badge Inserts – Covid-19 – Emergency Plan	887	CC	21.66	4.33	25.99	LGA 1972 s111
Adobe – PDF Converter	888	CC	17.62	3.52	21.14	LGA 1972 s111

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

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