

Paper 1 – Payments awaiting authorisation

Agenda Item 11a) – 03.11.2021

The integrity of the Council's finances during COVID-19 is to be protected during this period by two of the four 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 either the Parish Council or 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.

Such authority is to be evidenced by a Minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman. Invoices will only be processed for payment by the Parish Clerk once she is satisfied that the payment sums match the invoices produced.

Accounts submitted for payment – PC Account	Voucher	METHOD	NETT	VAT	TOTAL
SHO Cleaning and Maintenance – Office Cleaning	1272	Bacs	120.00	0.00	120.00
Gipping Press – Councillor Vacancies postcard	1273	Bacs	148.90	29.78	178.68
M&tj's – Grass cutting – War Memorial, Church Road	1274	Bacs	60.00	12.00	72.00
Kompan – Operational Inspection – New Green	1275	Bacs	148.75	29.75	178.50
SCC – Upgrade of lanterns – Column 20 Heather Close	1276	BACS	457.11	91.42	548.53
Thurston Pre-School –Part Claim - Approved CIL Bid	1277	BACS	8061.50	0.00	8061.50
M&TJ's – Grounds Maintenance	1278	BACS	250.00	50.00	300.00
MSDC – Annual Play Inspections 2021	1279	BACS	202.16	40.43	242.59
Gipping Press – Newsletter – November edition	1280	BACS	Tbc	Tbc	Tbc
Village Handyman – Cleansing of 30mph road signs	1281	BACS	44.25	0.00	44.25

*** Newsletter produced in conjunction with the PCC – balance of retained funds to be sent to the PC from the PCC**

Presented by: Mrs V Waples, Responsible Financial Officer

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

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.