

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.

<b>Accounts paid since 6<sup>th</sup> October 2021</b>	<b>Voucher</b>	<b>METHOD</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>
New Green Trust – Office Suite Rent (Oct 21)	1257	SO	385.09	0.00	385.09
Plusnet – Mobile (Oct - Nov 21)	1258	DD	6.40	1.28	7.68
Plusnet – Telephone & internet (Oct - Nov 21)	1259	DD	26.68	5.34	32.02
Amazon – prime	1260	CC	7.99	0.00	7.99
Adobe Systems Software – Acrobat Pro DC	1261	CC	12.64	2.53	15.17
Amazon – Stationary	1262	CC	8.32	1.67	9.99
Eurooffice – Stationary	1263	CC	33.12	6.62	39.74
Eurooffice – Stationary	1264	CC	73.79	14.75	88.54
B&Q – Plastic Garden Storage – Library (CIL)	1265	CC	387.50	77.50	465.00
Amazon – VGA Cable	1266	CC	6.66	1.33	7.99
Timpson – Cylinder Keys	1267	CC	8.75	1.75	10.50
Salaries – October 2021	1268-1271	BACS	4315.10	0.00	4315.10

*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