

Paper 2 – Expenditure incurred since 7th April 2021**Paper 2 – 05.05.21 Agenda Item 13b)**

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 3rd February 2021	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (April 21) *	1132	SO	381.28	0.00	381.28
Plusnet -Office Mobile – (April 21)	1133	DD	6.67	1.33	8.00
Plusnet – Telephone & internet (March-April 21)	1134	DD	28.65	5.73	34.38
Salaries – April 2021	1135 -1139	BACS	4911.87	0.00	4911.87
Amazon – Laptop Sleeve Protective Case	1140	CC	14.16	2.83	16.99
Eurooffice – Noticeboard & cleaning acc. (Pavilion)	1141	CC	36.81	7.35	44.16
Eurooffice – Noticeboard (Pavilion)	1142	CC	76.54	15.31	91.85
AMAZON – PRIME	1143	CC	7.99	0.00	7.99
Timpson – Keys for Pavilion	1144	CC	35.21	7.04	42.25
Plusnet – Office Mobile (May 21)	1145	DD	6.67	1.33	8.00

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**

*** note increase to 385.09 effective 01.04.21 – shortfall to be paid once auhtorised.**