

**Paper 10 – Expenditure incurred since 18<sup>th</sup> March 2020****Agenda Item 10h) Thurston Parish Council – 06.05.20**

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 18<sup>th</sup> March 2020</b>	<b>Voucher</b>	<b>METHOD</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>	<b>POWER INCURRED</b>
New Green Trust – Office Suite Rent (March 20)	843	SO	375.64	0.00	375.64	LGA 1972 s111
Plusnet – Telephone & internet (March 20)	844	DD	37.60	7.52	45.12	LGA 1972 s111
Rays Shoemakers – Keys	845	CC	11.40	0.00	11.40	LGA 1972 s111
Amazon – Electronic Key Cabinet	846	CC	73.91	14.78	88.69	LGA 1972 s111
Microsoft – Office 365 – add subscription	847	CC	109.10	21.82	130.92	LGA 1972 s111
Amazon – Ink Cartridges	848	CC	23.32	4.67	27.99	LGA 1972 s111
Amazon – Ink Cartridges	849	CC	45.39	9.09	54.48	LGA 1972 s111
Eurooffice – Ink Cartridges	850	CC	84.48	16.90	101.38	LGA 1972 s111
Amazon – Books re Office 365	851	CC	33.58	0.00	33.58	LGA 1972 s111
Sainsburys – cleaning products	852	CC	8.00	0.00	8.00	LGA 1972 s111
Salaries – April 2020	843-846	3574-3577	3194.78	0.00	3194.78	LGA 1972 s112 & LGA 1972 s151
New Green Trust – Office Suite Rent (April 20)	853	SO	375.64	0.00	375.64	LGA 1972 s111
Plusnet – Telephone & Internet – April	854	DD	41.77	8.35	50.12	LGA 1972 s111
Sainsburys – Paper	855	CC	7.00	0.00	7.00	LGA 1972 s111
Post Office – Stamps	856	CC	14.64	0.00	14.64	LGA 1972 s111
Eurooffice – Stationary	857	CC	162.35	32.48	194.83	LGA 1972 s111
Eurooffice – Stationary	858	CC	161.04	32.21	193.25	LGA 1972 s111
Eurooffice – Stationary	859	CC	51.38	10.28	61.66	LGA 1972 s111
Amazon – computer accessories	860	CC	10.58	2.12	12.70	LGA 1972 s111

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

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