

Paper 9 – Payments awaiting authorisation

Agenda Item 10g) Thurston Parish Council – 06.05.20

The integrity of the Council's finances during COVID-19 is to 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 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.

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 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 – 06.05.20

| | Voucher | METHOD | NETT | VAT | TOTAL | POWER INCURRED |
|---|---------|--------|----------|---------|----------|---|
| Suffolk Police & Crime Comm – pro-rata 01.10.19-31.03.20 | 861 | 3613 | 7000.14 | 0.00 | 7000.14 | <i>Section 92 Police Act 1996 (subsections 1 & 3)</i> |
| BMSDC – Litter Bin Emptying | 862 | 3614 | 757.05 | 151.41 | 908.46 | <i>Opens Spaces Act 1906 s9&10</i> |
| M&TJ's – Grass Cutting – Heath Rd and New Green Play Area | 862 | 3615 | 86.00 | 17.20 | 103.20 | <i>Opens Spaces Act 1906 s9&10</i> |
| Kompan – Gym Trail – as per T&Cs – materials released | 863 | 3616 | 16431.59 | 3286.31 | 19717.90 | <i>LG (Misc Prov) Act 1976 s19</i> |
| Kompan – Stay and Play – New Green – materials released | 864 | 3617 | 1732.50 | 346.50 | 2079.00 | <i>LG (Misc Prov) Act 1976 s19</i> |
| Clerk's Expenses – January – April 2020 | 865 | 3618 | 90.54 | 5.85 | 96.39 | <i>LGA 1972 s111</i> |
| Trevor Brown – Internal Audit for year ending 31 March 2020 | 866 | 3619 | 260.00 | 0.00 | 260.00 | <i>Accounts and Audit Regulations 2015</i> |
| Rialtas Business Solutions – Alpha Software Annual Audit | 867 | 3620 | 124.00 | 24.80 | 148.80 | <i>LGA 1972 s111</i> |
| Suffolk's Libraries IPS Ltd – support to Thurston Library | 868 | 3621 | 2700.00 | 0.00 | 2700.00 | <i>LGA 1972 s133</i> |

Presented by: Mrs V Waples, Responsible Financial Officer

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