

Paper 2 – Expenditure incurred since 1st August 2023**Paper 2 – 06.09.23 Agenda Item 10b)**

The integrity of the Council's finances is to be protected by two of the four signatories checking and reviewing the invoices for payment for which they will have seen an original scanned copy in a shared file. The automated banking system is the Council's preferred method of settling its finances.

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 1st August 2023	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (August 23)	1822	SO	453.67	0.00	453.67
O2 – Mobile Phone – August 2023 (Clerk's Phone)	1823	DD	12.90	2.58	15.48
BT – Pavilion Broadband (July- August 23)	1824	DD	33.72	6.74	40.46
Plusnet – Office Broadband (July- August 23)	1825	DD	29.10	5.82	34.92
O2 – Mobile Phone – August 2023 (Editor's & Deputy Clerk's)	1826	DD	25.80	5.16	30.96
Adobe Systems Software – Acrobat Pro DC	1827	CC	16.64	3.33	19.97
Eurooffice – Paper and inks	1828	CC	99.49	18.17	117.66
Eurooffice - Stationery	1829	CC	107.95	17.77	125.72
DC Carpentry and Joinery	1830	BACS	929.02	0.00	929.02
SARS – Donation	1831	BACS	500.00	0.00	500.00
Gatehouse Caring in East Anglia	1832	BACS	500.00	0.00	500.00
Salaries – August 2023	1833-1838	BACS	6825.40	0.00	6825.40

Items paid following authorisation at meeting of 2nd August 2023

SHO Cleaning and Maintenance - Office Cleaning – June	1814	BACS	96.00	0.00	96.00
Suffolk Crime and Police Commissioner – PCSO 17.07.23 – 30.09.23	1815	BACS	10029.51	0.00	10029.51
Suffolk Libraries – support for extension in hours and use of Library	1816	BACS	2700.00	0.00	2700.00
Thurston Village Hall – hire of hall for Alice in Wonderland	1817	BACS	31.00	0.00	31.00
Sac-O-Mat Ltd – Bio Dog Waste Bags	1818	BACS	273.24	54.64	327.88
Suffolk Cloud – hosting of two further emails	1819	BACS	33.00	0.00	33.00
M&TJs- Grounds maintenance - Thedwastre Park, Heath Road, Thurston Church & Memorial, New Green Open Space	1820	BACS	440.00	88.00	528.00
Cllr. J. West – Expenses for recycling centre	1821	BACS	78.91	11.46	90.37

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

Countersigned by: **Mr C Dashper, Chair**