

## Paper 1 – Payments awaiting authorisation

Agenda Item 11a) – 07.04.21

The integrity of the Council’s finances during COVID-19 is to be protected during this period by two of the four 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.

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.

<b>Accounts submitted for payment – PC Account</b>	<b>Voucher</b>	<b>METHOD</b>	<b>NETT</b>	<b>VAT</b>	<b>TOTAL</b>
SALC – Membership Fee	1113	Bacs	1014.12	0.00	1014.12
M&TJ’s – Village Maintenance	1114	Bacs	2350.00	650.00	3000.00
SCC – Lighting and Maintenance	1115	Bacs	6178.44	1235.68	7414.12
Realise Futures – Benches – CIL	1116	Bacs	2564.74	512.95	3077.69
Kompan – New Green Play Area Repairs	1117	Bacs	2343.53	468.70	2812.23
SHO Cleaning & Maintenance – Office Cleaning	1118	Bacs	96.00	0.00	96.00
Community Heartbeat – Defibrillator – New Green (2)	1119	Bacs	2810.00	33.00	2843.00
SALC – Cllr Cornell Training	1120	Bacs	25.00	5.00	30.00
Suffolk Cloud – website hosting	1121	Bacs	110.00	0.00	110.00
Kompan – Additional repairs NG Play Area	1122	Bacs	210.00	42.00	252.00
Bailey Venning Associates – Affordable Housing Consultance Fee – fixed fee -Thurston/Debenham and Stradbroke	1123	Bacs	375.00	75.00	450.00
SARS – Donation – approved 17.03.21	1124	Bacs	300.00	0.00	300.00
Mid Suffolk CAB – Donation – approved 17.03.21	1125	Bacs	500.00	0.00	500.00
Fresh Start New Beginnings – Donation – approved 17.03.21	1126	Bacs	500.00	0.00	500.00
Village Handyman – Hours worked and expenses	1127	Bacs	49.36	0.00	49.36
Arien Signs – 50% with order for 4 No Noticeboards	1128	Bacs	2637.50	527.50	3165.00
Gipping Press – Parish Plan Supplement Documents	1129	Bacs	330.00	0.00	330.00
Secelec – installation of sockets for CCTV	1130	Bacs	996.00	19.20	115.20
Ashtons Legal – application for permission for JR	1131	Bacs	7276.00	1270.40	8546.40

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

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

***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.**