

Paper 2 – Expenditure incurred since 3rd February 2021**Paper 2 – 03.03.21 Agenda Item 11b)**

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 (February 21)	1074	SO	381.28	0.00	381.28
Plusnet -Office Mobile – (January 21)	1075	DD	6.67	1.33	8.00
Plusnet – Telephone & internet (Jan - Feb 21)	1076	DD	30.55	6.11	36.66
V Waples – Expenses	1077	BACS	12.48	2.50	14.98
Salaries – February 2021	1078-1081	BACS	3470.11	0.00	3470.11
Amazon – Wireless Keyboard and mouse	1082	CC	22.49	4.50	26.99
Amazon – Monitor	1083	CC	83.2	18.66	99.98
Amazon – Extension Cord	1084	CC	20.17	4.04	24.21
Amazon – Extension Lead with USB	1085	CC	15.82	3.17	18.99
Amazon – Face Masks	1086	CC	8.32	1.67	9.99
Amazon – Face Visor	1087	CC	12.49	2.50	14.99
Amazon – Prime Membership	1088	CC	7.99	0.00	7.99
Eurooffice – Stationary	1089	CC	44.81	8.96	53.77
DJ Evans – Post Box	1090	CC	55.00	11.00	66.00
Amazon – Extension Lead with USB	1091	CC	29.98	6.00	35.98
Amazon – Asus Notebook	1092	CC	533.53	116.45	649.98

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**