

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 £2,000; • the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £2,000. 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 1<sup>st</sup> November 2024**

	Voucher	METHOD	NETT	VAT	TOTAL
Realise Futures – bench for wildlife garden – New Green	2263	Bacs	252.50	50.50	303.00
New Green Trust – Office Suite Rent (Nov 24)	2264	SO	468.19	0.00	468.19
O2 – Mobile Phone – Oct - Nov24 (Clerk's Phone)	2265	DD	11.96	2.39	14.35
BT – Pavilion Broadband Sept - Nov 24	2266	DD	42.30	8.46	50.76
O2 – Editor's & Deputy's Mobile Phone – oct - Nov 24	2267	DD	23.92	4.78	28.70
ICO – Data Protection Fee	2774	DD	35.00	0.00	35.00
Lloyds Annual Card Fee	2275	CC	32.00	0.00	32.00
Amazon Annual Subscription Fee	2276	CC	95.00	0.00	95.00
Adobe Systems Software – Acrobat Pro DC	2277	CC	16.64	3.33	19.97
Eurooffice – Paper and folders	2278	CC	54.87	10.98	65.85
Eurooffice – inks and paper	2279	CC	144.85	28.98	173.83
RBL – Remembrance Wreaths	2280	CC	79.17	15.83	95.00
Amazon – inks	2281	CC	120.79	24.16	144.95
Sackers – Recycling October 24	2282	DD	153.70	30.74	184.44
Aerial Direct – Office internet and phones – October 24	2283	DD	81.75	16.35	98.10
Salaries – November 2024	2268-2273	Bacs	9882.68	0.00	9882.68

**Items paid following authorisation at meeting of 1<sup>st</sup> November 2024**

SHO Cleaning & Maintenance - Office Cleaning	2252	Bacs	96.00	0.00	96.00
Gipping Press - November Newsletter	2253	Bacs	1179.00	0.00	1179.00
Countryside Conservation & Tree Services - Hedge work, village tidy and safety work	2254	Bacs	1900.00	380.00	2280.00
SWT Trading Ltd - Thurston Open Spaces Biodiversity Audit	2255	Bacs	1448.50	289.70	1738.20
New Green Community Trust - Recycling Credits	2256	Bacs	926.91	0.00	926.91
Thurston Recreation Ground Charity - Hire of venue for meeting	2257	TRF	17.00	0.00	17.00
Parish Online - Mapping Software – annual fee	2258	Bacs	190.00	38.00	228.00
TCP - Part of CIL Bid – venue hire – 2 invoices	2259	Bacs	432.00	0.00	432.00
J West - Expenses – Planning Meeting	2260	Bacs	27.50	0.00	27.50
TCP - Part of CIL Bid – Stage scripts	2261	Bacs	222.00	0.00	222.00
High Street Safari - Trail package	2262	Bacs	549.00	109.80	658.80

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

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