

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 1st December 2024

	Voucher	METHOD	NETT	VAT	TOTAL
New Green Trust – Office Suite Rent (Feb 25)	2359	SO	468.19	0.00	468.19
O2 – Mobile Phone –Jan – Feb 25 (Clerk's Phone)	2360	DD	11.96	2.3.9	14.35
BT – Pavilion Broadband Jan-Feb 25	2361	DD	42.30	8.46	50.76
O2 – Editor's & Deputy's Mobile Phone – Jan-Feb 25	2362	DD	23.92	4.78	28.70
Sackers – Recycling January 25	2363	DD	122.96	24.59	147.55
Adobe Systems Software – Acrobat Pro DC	2364	CC	16.64	3.33	19.97
Microsoft – renewal x 2 licences	2365	CC	247.20	49.44	296.64
JRB Enterprises – Bio dog bags	2366	CC	82.40	16.48	98.88
Eurooffice – stationery	2367	CC	180.84	36.17	217.01
Salaries – January 2025	2368-2374	Bacs	7752.94	0.00	7752.94

Items paid following authorisation at meeting of 8th January 2025

SHO Cleaning & Maintenance – Office cleaning	2350	Bacs	96.00	0.00	96.00
Gipping Press – February newsletter	2351	Bacs	1178.00	0.00	1178.00
Countryside, Conservation & Tree Services – pathway skirtings	2352	Bacs	475.00	95.00	570.00
Countryside, Conservation & Tree Services – tree works	2353	Bacs	675.00	135.00	810.00
Rees Pryer – pavilion – RIBA Workstage 5	2354	Bacs	340.00	68.00	408.00
TRIN – rent of land at Heath Road	2355	Bacs	55.00	0.00	55.00
TCP - CIL – (Thurston Community College)	2356	Bacs	108.00	0.00	108.00
TOP Garden Services – grounds maintenance Sept/October	2357	Bacs	3750.00	750.00	4500.00
TOP Garden Services – New green / New Avenue car parks	2358	Bacs	600.00	120.00	720.00

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

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