

MAIDS MORETON PARISH COUNCIL

Clerk to the Council – Jacky Dale-Evans
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Schedule of Payments and Bank Balances 30-Jun-22

For Authorisation, need signing off at bank

Date	Invoice Details	Amount	Auth 1	Auth 2
		(Inc VAT)		
01/06/2022	Cartwrights Playing Field Grass Cutting	£288.00		
06/06/2022	BALC Training GM Councillor Skills	£40.00		
08/06/2022	Special Event Safety Queen's Jubilee Picnic	£175.00		
13/06/2022	BALC Training PH Common Land	£35.00		
29/06/2022	Mr A Gibbs, making up and erecting signs	£160.00		
30/06/2022	Green House Garden Services Verge Grass Cutting	£500.00		
30/06/2022	BALC Training GM Appraisal Skills	£45.00		
Total		£1,243.00		

NI Contributions				
Employers		TBC		
Employees		TBC		
total to pay		£0.00		

Clerks Remuneration and Expenses

30/04/2022	Working from home allowance	£26.00		
	Wages * less NI TBC	£949.33		
30/04/2022	Total amount payable	£975.33		

Visa Payment Made – for cross checking with bank statement

Date	Invoice Details	Amount	Auth 1	Auth 2
		(Inc VAT)		
09/06/2022	Microsoft 365 Family	£79.99		
10/06/2022	Training CC Giving councils more of say in housing	£38.93		
15/06/2022	Amazon EU	£13.29		
Total		£132.21		

Paid with Authorisation mid month

Date	Invoice Details	Amount	Auth 1	Auth 2
		(Inc VAT)		
16/06/2022	WJ McL Marshal (Internal Audit)	£150.00		
Total		£150.00		

Quotations to be Agreed (Ex VAT)

Date	Quotation Details	Amount	Auth 1	Auth 2
		(Ex VAT)		
27/06/2022	Works to dying ash tree at playing fields	£550.00		
27/06/2022	Works to lime tree on South Hall/2nd entrance to park	£300.00		
N/A	Fireworks Display (10% discount applied)	£1,032.50		

Bank Balances

	Treasurers Account (Current)	Business Bank Instant (Savings)
Closing Balance 30 April 22	£28,328.23	£32,689.78
Paid in May 22	£142.70	£0.28
Paid out May 22	-£6,202.38	£0.00
Closing Balance 30 May 22	£22,268.55	£32,690.06

Reserves/Earmarked Funds	Playground/Playing Field	£8,010.63
	Elections	£5,000.00
	Interest	£7.43
	Capital Expenditure underspend from 21/22	£6,580.00
	Operational Reserves	£13,092.00
Total Reserves 31/1/2022		£32,690.06

2022/23 Direct Debit Payments

Octopus Energy – Electric Playing Fields	Monthly
Opus Energy – Gas Cricket Pavilion	Monthly
Opus Energy Gas Scout Hut	Monthly
SSE Street Lighting	Monthly
Anglian Water Playing Field	Quarterly
ICO	Annually
HP Print (direct card payment)	Monthly

Excerpt from Financial Regulations May 2022:

4. Budgetary control and authority to spend

4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

- the council for all items at £500 or above;
- the Clerk, in conjunction with Chairman of Council, for any items below £500.

Such authority is to be evidenced by a minute and/or **by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.**