

List of payments arising on a regular basis 23/24 Year

Financial Regulation 5.6

For each financial year the Clerk shall draw up a list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation (such as but not exclusively) Salaries, PAYE and NI, Superannuation Fund and regular maintenance contracts and the like for which council may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of council.

Financial Regulation 5.7

A record of regular payments made under 5.6 above shall be drawn up and be signed by two members on each and every occasion when payment is authorised - thus controlling the risk of duplicated payments being authorised and / or made.

Clerk's Salary and Homeworking Allowance

	Salary £261.30 HWA £8.67 Total £269.97	Budget £2743.52 £627.12 (LS) Total £3,370.64 Balance	Date paid	Minutes	Cllr Signature	Cllr Signature
April 23	£269.97	£3,100.67	28/4/23	17/5/23		
May 23	£269.97	£2,830.70	31/5/23	5/7/23		
June 23	£269.97	£2,560.73	30/6/23	5/7/23		
July 23	£269.97	£2,290.76	31/7/23	6/9/23		
Aug 23	£269.97	£2,020.79	31/8/23	6/9/23		
Sept 23	£269.97	£1,750.82	29/9/23	1/11/23		
Oct 23	£269.97	£1,480.85	31/10/23	1/11/23		
Nov 23	£269.97	£1,210.88	30/11/23	17/1/24		
Dec 23	£269.97	£940.91	29/12/23	17/1/24		
£80.00 added to salary budget at meeting 17/1/24 and additional £52 from LS						
Jan 24	£486.57	£586.34	31/1/24	6/3/24		
Feb 24	£291.63	£294.71	29/2/24	6/3/24		
Mar 24	£291.63	£3.08	29/3/24	1/5/24		

Grass cutting, Church Langton Village Green

Leicestershire Gardens. Contractor to text clerk when cut completed. Clerk to contact chair for confirmation that cut is done and satisfactory. On receipt of invoice clerk to set up payment and inform Cllr who will authorise.

		Budget £640 Balance	Date paid	Minute	Cllr signature	Cllr signature
Mar 2023 (1/4/23, inv 23/021)	£80	£560	25/5/23	5/7/23		
April 2023 (17/4/23, inv 23/021)	£80	£480	25/5/23	5/7/23		
May 2023 (9/5/23, inv 23/062)	£80	£400	18/7/23	6/9/23		
June 2023 (19/6/23 inv 23/098)	£80	£320	18/7/23	6/9/23		
July 2023 1/7/23 Inv 23/128	£80	£240	15/9/23	1/11/23		
August 2023 2/8/23 Inv 23/104	£80	£160	21/9/23	1/11/23		
Sept 2023 6/9/23 Inv 23/177	£80	£80	8/11/23	17/1/24		
Oct 2023 3/10/23 Inv 23/194	£80	£0	30/11/23	17/1/24		

Emptying of bins, Church Langton and East Langton – Paid quarterly. Contract with Harborough District Council.

Period		Budget £260 Balance (VAT removed)	Date paid	Minute	Cllr signature	Cllr signature
Oct—Dec 22	£42.24+ £8.45 VAT= £50.69	£217.76				
Jan—Mar 23	£42.24+ £8.45 VAT= £50.69	£175.52				
April—Jun 23	£42.24+ £8.45 VAT= £50.69	£133.28				
July—Sept 23	£42.24+ £8.45 VAT= £50.69	£91.04				
Oct—Dec 23	£42.24+ £8.45 VAT= £50.69	£48.80				
Jan—Mar 24	£42.24+ £8.45 VAT= £50.69	£6.56				

Newsletter Insertions

	£15 per insertion	Budget £60.00 Balance	Date paid	Minutes	Cllr Signature	Cllr Signature
Edition 1 Spring 23	£15	£45	25/5/23	5/7/23		
Edition 2 Coronation 23	£15	£30	18/7/23	6/9/23		
Edition 3	£15	£15	20/10/23	1/11/23		
Edition 4 XMAS 23	£15	£0	22/2/24	6/3/24		