

Item 7.2 Meeting 11 April 2024

Regular Payments for approval as a group under Financial Regulations 5.6 and 5.7

Item	Payee	*	Amount	Budget heading
Salary	K Rixson	C	Variable dependent on hours worked	Staff costs
Clerk's training/development costs	Provider or reimbursement to K Rixson	C	Variable according to annual budget, subject to prior approval of training/development	Training, legal materials
Clerk's SLCC membership	Soc of Local Council Clerks	C	Variable according to salary	Subscriptions
Contributions to pension scheme	NEST pensions	C	Variable according to salary	Staff costs
Tax and National insurance payable	HMRC	S	Variable according to salary	Staff costs
Parish Online mapping software	Geosphere Ltd	C	60 annually	Office expenses/regular bills
Website/domain/e-mail hosting	Mythic Beasts Ltd	C	Variable dependent on storage	Office Expenses/regular bills
Bank charges	Unity Trust Bank	C	£18 per quarter	Bank charges/regular bills
Internal auditor's fee	Per Pro Services Ltd	C+S	Variable based on time taken	Legal liabilities
External auditor's fee	PKF Littlejohn	S	Required only if full audit required	Legal liabilities
Grass -cutting	S Smith	C	As invoice for amount agreed	Hedgeand grass cutting/maintenance
Information Commissioner's Office registration fee	ICO	S	£35 annually	Legal liabilities
Election costs incurred by district council	Uttlesford District Council	S	Four-yearly, or when a poll takes place, calculated by District Council	Legal liabilities

* = contractual S = statutory