



Paper 1 – Accounts Due For Approval for Payment

Thurston Parish Council

Paper: Paper 1 – Agenda Item 11a

Reason: To receive a list of payments awaiting approval for payment

Period covered: 1st June to 30th June 2026

Date: 01.07.2026

Author: Responsible Financial Officer (RFO)

Summary

Within Council's Financial Regulation, the Responsible Financial Officer (RFO) is expected to present a schedule of payments requiring authorisation, forming part of the associated papers for the meeting to the council. The council shall review the schedule for compliance and, having satisfied itself, shall authorise payment by resolution.

The authorised schedule shall then be submitted to the Chair of the meeting, together with the relevant invoices, for formal checking. The schedule will be signed below the last item by the person chairing the meeting. A detailed list of all payments shall be disclosed within or as an attachment to the minutes of that meeting.

The integrity of the Council's finances is to be protected by two of the five 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 method of settling its finances.

Recommendation

- Council is asked to receive the list of payments below and approve them for payment noting that they are regular payments / payments approved annually at the Annual Council Meeting in May 2026. They are within the agreed budget for that type of expenditure.*

Payee	Detail	Voucher	METHOD	NETT	VAT	TOTAL
SHO Cleaning & Maintenance	Office cleaning	2964	Bacs	84.00	0.00	84.00
AWFM Ltd	Grounds maintenance 1/12	2965	Bacs	1254.70	250.94	1505.65
Gipping Press	June newsletter	2966	Bacs	1595.00	0.00	1595.00
Gipping Press	July newsletter	2967	Bacs	1430.00	0.00	1430.00
SLCC	RFO Membership	2968	Bacs	376.00	0.00	376.00
Kompan	Quarterly Inspection	2969	Bacs	360.06	72.01	432.07
C Wright	Expenses	2970	Bacs	41.95	4.30	46.25
V Waples	Expense	2971	Bacs	98.74	11.00	109.74
L Greener	Expense	2972	Bacs	7.15	0.00	7.15

- Council is asked to receive the list of payments below and approve them for payment noting that they are non-regular payments but are within the agreed budget for village maintenance and/or village projects and the Pavilion refurbishment budget overall.*

Payee	Detail	Voucher	METHOD	NETT	VAT	TOTAL
Gipping Press	Children's posters re dog fouling	2972	Bacs	344.00	68.80	412.80
OAKS CCTV	New Hikvision NVR Reader	2973	Bacs	1140.00	228.00	1368.00
OAKS CCTV	New 22" Monitor for CCTV	2974	Bacs	195.00	39.00	234.00
Seamans	Final Certificate less retention	2975	Bacs	4919.30	983.86	5903.16

Presented by:.....

Mrs V Waples, Responsible Financial Officer

Countersigned by:.....

Mr C Dashper, Chair to the Parish Council

All payments authorised under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 –

Note: Council resolved at the 2023 Annual Meeting of the Council that it continues to meet the eligibility conditions, and this will continue right through until the next relevant annual meeting, which will be in May 2027. This is regardless of whether the Council continues to meet those conditions for the duration, (para 7.12 of the Explanatory Memorandum to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012) refers.