

## Financial controls with Bank Transfer payments from May 2023.

5.6. For each financial year the Clerk/RFO 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 [,or a duly authorised committee,] 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 [or Finance Committee]. 5.7. A record of regular payments made under 5.6 above shall be drawn up and be signed by two members on every occasion when payment is authorised - thus controlling the risk of duplicated payments being authorised and / or made.

In respect of grants a duly authorised committee shall approve expenditure within any limits set by council and in accordance with any policy statement approved by council. Any Revenue or Capital Grant more than £5,000 shall before payment, be subject to ratification by resolution of the council.

The Council agrees for payments to be made by bank transfer by the clerk without prior written permission. The clerk should seek verbal permission in conjunction with the Chair or vice-chair should they be deemed as regular payments. This list includes:

1. Lengthsman- will require to be within the agreed contract.
2. Clerk or Councillor training- within agreed budget.
3. Insurance when agreed by Council.
4. ICO (DIRECT DEBIT)
5. Calc & SLCC Payments.
6. Feckenham in Bloom under £100 and within agreed funds.
7. Election expenses.
8. Defib pads and batteries.
9. Website and Email.
10. Village Hall rental.

All payments must be presented at the next council meeting and duly authorised. The clerk must be sure the payments are within budget guidelines and are correct.

Signed: Jane Bull



Clerk to FPC.

Agreed by Alan Smith

Chair to FPC.



Agreed by Ian Bellion



Councillor with Finance control.

updated 13.3.25.