

Regular payment authorisations

The parish council plans to meet on Wednesday 2nd November instead of 26th October and 1st March instead of 22nd February. This is to avoid meeting during half term breaks. The knock on effect is that the regular payments would not be authorised in time for the end of the month.

To ensure the regular payments are authorised for payment before the end of the month, it's recommended that we reinstate clauses 5.6 and 5.7 into the financial regulations (wording amended as below).

5.6. For each financial year the Clerk and 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.

5.7. All payments (including regular payments made under 5.6 above) will be provided by the Clerk and RFO in a list of payments submitted to the next appropriate meeting of the council for notification or authorisation as appropriate according to regulation 4.1 (Budgetary Controls).