

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during May 2023
– for authorisation by the Council at its meeting on 16 May 2023.

Description	Amount	Method	Budget heading
May staff costs inc. salary, pension, HMRC tax and National Insurance	2480 estimate, 2550 maximum	Online BACS	Office staff
May SCA Hall hire	100 estimate, 110 maximum	Online BACS	Hall hire
May inTouch Communications Ltd phone system	27 (plus VAT) estimate 35 (plus VAT) maximum	Direct Debit	General administration
May Ambience Landscapes churchyard maintenance	175 (inc VAT) estimate 195 (inc VAT) maximum	Online BACS	Churchyard Maintenance

The following sums have been transferred from the Business Instant Deposit Account into the Current Account to cover outstanding invoices and expenditure:

Date: 25/04/23 £ 5,000

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 16 May 2023.

SIGNED..... DATE:.....
CHAIR / VICE-CHAIR