

**Long Sutton Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
9	Payroll provider	07/05/2024	payroll April and end of year	Unity Bank Current	PN9	Payroll	Timeback accounts and pa	X	14.00		14.00
10	HMRC	16/05/2024	HMRC April 2024	Unity Bank Current	PN10	PAYE	HMRC	X	100.00		100.00
11	clerk salary	01/05/2024	clerk salary April 2024	Unity Bank Current	PN11	salary	Clerk Salary	X	400.00		400.00
12	Website and communications	07/05/2024	website support April 2024	Unity Bank Current	PN12	website support	Sara R Appleton Marketing	X	40.00		40.00
13	Lengthsman	31/05/2024	lengthsman services May 202	Unity Bank Current	PN13	lengthsman services	Craig Howe Grounds Maint	X	866.25		866.25
14	subscriptions	29/05/2024	ICO data protections registra	Unity Bank Current	PN14	Annual ICO fee	Information Commissioner:	X	35.00		35.00
15	Highways and Footpaths additi	07/05/2024	hedge cutting and mowing	Unity Bank Current	PN15	hedge cutting	TG Cox Agricultural Contra	S	350.00	70.00	420.00
16	maintenance	02/05/2024	alarm reconnecting VH rear f	Unity Bank Current	PN16	alarm VH	CID Fire and Security	S	60.00	12.00	72.00
17	Insurance	02/05/2024	Insurance renewal	Unity Bank Current	PN17	Insurance	Clear Councils	X	735.24		735.24
18	Software subscriptions	07/05/2024	Scribe annual subscription	Unity Bank Current	PN18	Accounts package	Starboard Systems Ltd	S	348.00	69.60	417.60
19	Clerks expenses	02/05/2024	stamps	Unity Bank Current	PN19	stamps	Clerk expenses	X	11.00		11.00
<b>Total</b>									<b>2,959.49</b>	<b>151.60</b>	<b>3,111.09</b>

Prepared by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role*

Date: \_\_\_\_\_