108/25 Payments made Jan/Feb and invoices due Feb 26

Ref	Date	Supplier	Description	Budget	Method	Amount	Bank Balance	Authorisation	Evidence
							£33,125.64		
641	02/01/26	Clarence House	Office rent	Core Costs (Delegated to Clerk/RFO)	SO	£150.00	£32,975.64	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
642	12/01/26	Lloyds bank	Multipay card	Various	DD	£34.76	£32,940.88	Detailed breakdown provided below – reviewed as part of schedule	
643	15/01/26	Scottish Power	Christmas Tree elec	Central Services (Maintenance)	DD	£17.87	£32,923.01	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
644	15/01/26	Cashells	Toilet volunteers	Civic Services	BACS	£175.00	£32,748.01	Delegated (Clerk/RFO in consultation with Chair)	Email Chair (15/01)
645	15/01/26	OTM Ltd	Grass cutting	Central Services (Maintenance)	BACS	£328.00	£32,420.01	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
646	15/01/26	Staff	Staff salaries	Core Costs (Delegated to Clerk/RFO)	BACS	£1,293.37	£31,126.64	Pre-approved (Council – Contract of Employment)	
647	16/01/26	Burial income	Burial fees/Wayleave	Income	Cheque	**£2,277.49**	£33,404.13		
648	21/01/26	123 Telecom	Phone	Core Costs (Delegated to Clerk/RFO)	DD	£15.60	£33,388.53	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
649	28/01/26	Scottish Power	Toilet electricity	Central Services (Maintenance)	DD	£316.19	£33,072.34	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
650	28/01/26	Welsh Water	Toilet water	Central Services (Maintenance)	DD	£45.00	£33,027.34	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
651	29/01/26	Peninsula	Business services	Core Costs (Delegated to Clerk/RFO)	DD	£326.94	£32,700.40	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
652	31/01/26	Unity Trust Bank	bank charges	Core Costs (Delegated to Clerk/RFO)	SO	£8.25	**£32,692.15**	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
653	02/02/26	Clarence House	Office rent	Core Costs (Delegated to Clerk/RFO)	SO	£150.00	£32,542.15	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
654	04/02/26	Geriant King	Toilet cleaning	Central Services (Maintenance)	BACS	£620.00	£31,922.15	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
655	04/02/26	Webbs	Central maint (mop)	Central Services (Maintenance)	BACS	£12.49	£31,909.66	Delegated (Clerk/RFO in consultation with Chair)	Email Chair 14/01
656	04/02/26	Catherine A Williams	Payroll	Core Costs (Delegated to Clerk/RFO)	BACS	£25.20	£31,884.46	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
657	09/02/26	Lloyds bank	Multipay card	Various	DD	£228.17	£31,656.29	Detailed breakdown provided below – reviewed as part of schedule	
658	13/02/26	Salary	Staff salaries	Core Costs (Delegated to Clerk/RFO)	BACS	£1,258.42	£30,397.87	Pre-approved (Council – Contract of Employment)	
659	13/02/26	Mythic Beasts	2 years website reg	Community Committee & Environment Committee	BACS	£84.60	£30,313.27	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
660	13/02/26	OTM Ltd	Grass cutting	Central Services (Maintenance)	BACS	£328.00	£29,985.27	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
661	19/02/26	Scottish Power	Christmas Tree elec	Central Services (Maintenance)	DD	£17.87	£29,967.40	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
		Invoices for payment approval							
		Wellers Law Group	Hub lease	Various headings (VIRE Min ref **)	BACS	£1,800.00		Full Council sign off	Minute - 108/25 Finance
		Glynn Smith	Architect fees (grant incoming)	Grant (SPD - BBNPA)	BACS	£2,880.00		Full Council sign off	Minute - 108/25 Finance (awaiting grant)
		Viking	Office stationary (full audit)	Core Costs (Delegated to Clerk/RFO)	BACS	£62.19		Delegated (Clerk/RFO – Core Services)	
		Matthew Barnes	Solar panel clean	Central Services (Maintenance)	BACS	£20.00		Delegated (Clerk/RFO in consultation with Chair)	Email 17/02
		Catherine A Williams	Payroll	Core Costs (Delegated to Clerk/RFO)	BACS	£25.20		Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
		Geriant King	Toilet Cleaning (Feb)	Central Services (Maintenance)	BACS	£620.00		Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
		One Voice Wales	Training	Core Costs (Delegated to Clerk/RFO)	BACS	£42.00		Delegated (Clerk/RFO – Core Services)	

12/01/2026 Lloyds Multipay card

Ref	Date	Supplier	Description	Budget	Method	Amount	Authorisation	Evidence
642	17/12/26	Microsoft	Microsoft 365	Core Costs (Delegated to Clerk/RFO)	card	£12.10	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
642	17/12/26	Mailchimp	Newsletter/social media distribution	Core Costs (Delegated to Clerk/RFO)	card	£18.07	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
642	17/12/26	Google One	Cloud storage	Core Costs (Delegated to Clerk/RFO)	card	£1.59	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
642	29/12/26	Unity Trust Bank	Card charges	Core Costs (Delegated to Clerk/RFO)	card	£3.00	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
						£34.76		

09/02/2026 Lloyds Multipay card

Ref	Date	Supplier	Description	Budget	Method	Amount	Authorisation	Evidence
657	09/02/26	Mailchimp	Newsletter/social media distribution	Core Costs (Delegated to Clerk/RFO)	card	£17.98	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
657	09/02/26	Google One	Cloud storage	Core Costs (Delegated to Clerk/RFO)	card	£1.59	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
657	13/02/26	Landlife Flowers	wildflower pack	Central Services (Maintenance)	card	£193.50	Delegated (Clerk/RFO in consultation with Chair)	email 19/10
657	15/02/26	Microsoft	Microsoft 365	Core Costs (Delegated to Clerk/RFO)	card	£12.10	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
657	26/02/26	Unity Trust Bank	Card charges	Core Costs (Delegated to Clerk/RFO)	card	£3.00	Pre-approved (Council – Annual Approval – Minute ref 14)"	Minute [Annual Meeting ref 14] – Arrangements
						£228.17		

Unity Trust Bank - Savings

						£30,964.41	
	31/01/26					**£30,964.41**	

Natwest

	31/01/26					**£1.56**	

All payments listed above have been reviewed by the Clerk/RFO and are presented to Council in accordance with the Council's Financial Regulations and Scheme of Delegation. Payments made under delegated authority are reported to the next available meeting.

During the 2025/26 financial year, the Council has strengthened the presentation of its payment schedules to improve transparency and clarity of authorisation and supporting evidence.

All payments throughout the year were made in accordance with the Council's Financial Regulations, Scheme of Delegation, and approved budgets.

Where earlier schedules do not explicitly show the level of detail now included, supporting documentation (including invoices, contracts, and delegated approvals) is held on file and available for inspection.