Hunston Parish Council

Payment Schedule 15 September 2025

Payments requiring ratification

| Date | Ref. | Description | Supplier / customer | Account | Net | VAT | Total |
|---|---|---|---|---|---|---|---|
| 25/09/2025 | SO | Pension contributions | West Sussex Pension Scheme | Pensions | £ 642.10 | £ - | £ 642.10 |
| 29/09/2025 | DDM | Telephone and broadband | Focus Group | IT | £ 84.29 | £ 16.86 | £ 101.15 |
| 30/09/2025 | BACS | Bank charges | Unity Bank | Office Costs | £ 8.25 | £ - | £ 8.25 |
| 08/10/2025 | BACS | Pension adjustment | West Sussex Pension Scheme | Pensions | £ 109.02 | £ - | £ 109.02 |
| 08/10/2025 | BACS | Grass cutting | Fisher Lane Groundcare | Grass cutting and Maintenance | £ 592.16 | £ 118.43 | £ 710.59 |
| 08/10/2025 | BACS | Tax and NI contributions Q2 | HMRC | Salaries | £ 2,470.49 | £ - | £ 2,470.49 |
| 10/10/2025 | DDM | Office supplies | Lloyds Bank | Office Costs | £ 17.00 | £ - | £ 17.00 |
| 10/10/2025 | DDM | Cleaning supplies | Lloyds Bank | Items for recharge to the Village Hall | £ 110.22 | £ - | £ 110.22 |
| 10/10/2025 | DDM | Anti-virus protection | Lloyds Bank | IT | £ 86.65 | £ 17.33 | £ 103.98 |
| 10/10/2025 | DDM | New Hot water pods | Lloyds Bank | Sundry Items | £ 24.15 | £ 4.83 | £ 28.98 |
| 14/10/2025 | BACS | Ill health insurance | Legal and General | Insurance | £ 593.39 | £ - | £ 593.39 |
| 17/10/2025 | SO | Staff salaries | Staff Salaries | Salaries | £ 3,277.00 | £ - | £ 3,277.00 |
| 22/10/2025 | DDM | monthly mobile phone | O2 | IT | £ 23.39 | £ - | £ 23.39 |
| 27/10/2025 | SO | Pension contributions | West Sussex Pension Scheme | Pensions | £ 662.74 | £ - | £ 662.74 |
| 28/10/2025 | BACS | SLCC Membership | SLCC | Subscriptions | £ 166.25 | £ - | £ 166.25 |
| 30/10/2025 | DDM | Telephone and broadband | Focus Group | IT | £ 85.43 | £ 17.09 | £ 102.52 |
| 31/10/2025 | BACS | Bank charges | Unity Bank | Office Costs | £ 7.50 | £ - | £ 7.50 |
| 10/11/2025 | DDM | Office supplies | Lloyds Bank | Office Costs | £ 44.45 | £ 3.68 | £ 48.13 |
| 10/11/2025 | DDM | Items for recharge to village ha | Lloyds Bank | Items for recharge to the Village Hall | £ 158.28 | £ - | £ 158.28 |
| 10/11/2025 | DDM | Poppy wreath | Lloyds Bank | Grants or Donations | £ 50.00 | £ - | £ 50.00 |
| 10/11/2025 | DDM | Ink cartridges and anti virus so | Lloyds Bank | IT | £ 279.27 | £ 26.05 | £ 305.32 |

Payments for approval

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|---|---|---|---|---|---|---|---|
| 17/11/2025 | BACS | Interim Internal Audit fee | Mulberry LAS Ltd | Audit | £ 171.45 | £ 34.29 | £ 205.74 |
| 17/11/2025 | BACS | Interim Planning Advice Fee | Whaleback Ltd | CIL Reserves | £ 600.00 | £ 120.00 | £ 720.00 |
| 17/11/2025 | BACS | Newsletters | SRP Design & Print | Communications | £ 319.00 | £ - | £ 319.00 |
| 17/11/2025 | BACS | Grass cutting | FisherLane Groundcare | Grass cutting & maintenance | £ 592.16 | £ 118.43 | £ 710.59 |
| 17/11/2025 | BACS | Field aeration | FisherLane Groundcare | Grass cutting & maintenance | £ 450.00 | £ 90.00 | £ 540.00 |
| 17/11/2025 | BACS | RoSPA Inspection | Playsafety Ltd | Playground maintenance | £ 100.00 | £ 20.00 | £ 120.00 |
| 17/11/2025 | BACS | Planning software for website | Parish Council Websites | IT | £ 180.00 | £ 36.00 | £ 216.00 |
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Any Invoices received between 11/11/2025 and 17/11/2025 may also be presented for payment at the meeting on 17/11/2025

Authorised by _____

Authorised by _____