

Walberswick Parish Council

Authorisation of Payments at Council Meeting on 8 September 2025

No	Payee	Amount (£)	Category	Details	Amount (£)
30	Zoom Video Communications Inc Paid on 16 Jul 25	155.88	Information Technology	Annual Subscription (Jul 25 - Jul 26) Direct Debit Payment	155.88
31	Microsoft Payments Paid on 18 Jul 25	104.99	Information Technology	Annual M365 Subscription (Jul 25 - Jul 26) Direct Debit Payment	104.99
32	Adobe Software Paid on 22 Jul 25	10.95	Information Technology	Monthly Subscription (17 Jul - 16 Aug 25) Direct Debit Payment	10.95
33	Lloyds Bank PLC Paid on 28 Jul 25	4.25	Bank Charges	Monthly Charges (10 Jun - 9 Jul 25) Bank Collection	4.25
34	M A Knight Paid on 20 Aug 25	298.14	Staff Salaries Office Expenses	Parish Clerk's Net Salary (Aug 25) Parish Clerk's Office Expenses (Aug 25) Out of Meeting Payment	272.14 26.00
35	S E J Ashton Paid on 12 Aug 25	409.25	Staff Salaries Office Expenses	RFO's Net Salary (Aug 25) RFO's Office Expenses (Aug 25) Out of Meeting Payment	383.25 26.00
36	Adobe Software Paid on 20 Aug 25	10.95	Information Technology	Monthly Subscription (17 Aug - 16 Sep 25) Direct Debit Payment	10.95

37	Lloyds Bank PLC Paid on 29 Aug 25	4.25 Bank Charges	Monthly Charges (10 Jul - 9 Aug 25) Bank Collection	4.25
38	M A Knight	298.14 Staff Salaries Office Expenses	Parish Clerk's Net Salary (Sep 25) Parish Clerk's Office Expenses (Sep 25)	272.14 26.00
39	S E J Ashton	409.25 Staff Salaries Office Expenses	RFO's Net Salary (Sep 25) RFO's Office Expenses (Sep 25)	383.25 26.00
40	HMRC	210.60 Staff Salaries	Income Tax & NI (Jul - Sep 25)	210.60
41	Suffolk Preservation Society	30.00 Subscriptions	Annual Membership (Sep 25 - Aug 26)	30.00
42	PKF Littlejohn LLP	252.00 Professional Fees	External Audit (2024/25)	252.00
43	Society of Local Council Clerks	97.92 Subscriptions	Annual Membership (Sep 25 - Aug 26) (Estimate based on 2024/25 salaries)	97.92
44	Business Services at CAS Ltd	2,206.63 Insurance	Annual Insurance (Oct 25 - Sep 26)	2,206.63
	Total			4,503.20

Chair

Date