



PAYMENT SCHEDULE NOVEMBER 2020

Once payments have been authorised by two Councillors the individual bank signatories signing the cheques need to be recorded on the schedule. This may be done by initials as listed:
 SC – Sarah Clare (Clerk), BS – Brian Smallcombe (Chair),
 JP – Juliet Pierce (Vice-Chair), CG – Carol Garrett (Councillor)

Date of Cheque	Cheque No.	Signed by (1)	Signed by (2)	Details	Amount
18/11/20	100601	BS	SC	Clerk's Salary (£256.00) & Expenses (£47.99)	£ 303.99
18/11/20	100602	BS	SC	SALC ¹ / ₃ of Zoom workshop fee	£ 10.00
18/11/20	100603	BS	SC	Community Action Suffolk website accessibility audit	£ 144.00
18/11/20	100604	BS	SC	The Royal British Legion (cost of wreaths £29) PC Donation (£21)	£ 50.00
18/11/20	100605	BS	SC	St Mary's PCC for Grasscutting	£ 500.00
18/11/20	100606	BS	SC	St Elizabeth Hospice	£ 25.00
TOTAL					£1032.99

Payments authorised by:

.....
(sign)

... RICHARD QUINTON
(print)

Date: 18/11/2020

AGREED REMOTELY
VIA ZOOM

.....
(sign)

... MICHAEL HOWARD
(print)

Date: 18/11/2020