

Payments

1. The Council has a large number of payments requiring ratification or approval at this meeting.
2. I therefore propose again to use the procedure allowed in Financial Regulation 5.2 of producing a paper listing all the payments and giving background information so the whole list can be approved by means of a single vote.

Payments requiring ratification

3. Following the cancellation of the Council's January meeting, I arranged for the Chairman and Christine Chater to sign six payments on 15th January which I advised them, under the Council's Financial Regulations, should not have to wait until the next meeting.
4. These six payments need to be ratified by the Council at this meeting:
 - a) Cemetery Development Services Ltd, £1,800, Tier 1 Groundwater Risk Assessment
 - b) Oxford Direct Services Ltd, £834, cutting wildflower meadow and former General Elliott car park
 - c) SLCC Enterprises Ltd, £90, Virtual Practitioners Conference
 - d) Geoffrey Ferres, £427.90, Clerk pay net of PAYE tax deducted November and December 2020 and Clerk expenses Quarter 3
 - e) Oxford Direct Services Trading Ltd, £47.26, Burial ground waste charges – December 2020
 - f) HMRC, £267.20, PAYE tax deducted Quarter 3.

Payments requiring approval

5. There are four payments for the Council to approve at tonight's meeting. The Council will again need to waive Financial Regulation 6.5 so that the payments can be signed at another time.
6. Members will receive copies of all the invoices listed below and members of the public may receive copies on request.
 - a) Oxford Direct Services Ltd, £5,316, annual maintenance contract
The price reflects the company's 2019 quotation accepted by the Council at its April 2019 meeting [minute ref 18/279], which identified the cost of maintaining the burial ground as £2,480 (plus VAT).

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- b) Cemetery Development Services Ltd, £900, Concept design for currently unused part of the burial ground

I can confirm the price reflects the company's quotation for this element of the project submitted to the Council in December 2019.

- c) Geoffrey Ferres, £356.35, Clerk net pay January 2021

This payment covers the Clerk's monthly pay net of £89.20 PAYE Income Tax deducted and is identical to the payments for September and November 2020

- d) Geoffrey Ferres, £143.88, Clerk expenses

The Clerk purchased an annual Zoom subscription for the Council on 3rd June 2020 and paid for it with his personal debit card. It was not included in the Clerk's Quarter 2 or Quarter 3 expenses.

Geoffrey Ferres
Parish Clerk and Responsible Financial Officer
Sunday 31st January 2021