

Schedule of payments for authorisation

Prepared for: Kettleburgh Parish Council
Prepared by: Richard Green, Interim Clerk and RFO
Prepared on: 18 July 2026
For meeting on: 21 July 2026
Agenda item: 26/49(g)

Payee	Details	Amount (net)	VAT	Total	Power
R Green	Correction to March salary (underpayment)	£33.00	£0.00	£33.00	LGA 1972, s.112
R Green	June salary and home-working allowance	£296.22	£0.00	£296.22	LGA 1972, s.112
R Green	Home working allowance and expenses - x8 2nd-class stamps + reem of A4 printer paper, shared with Westleton Parish Council - £5.39 - Home-working allowance - £26.00	£31.39	£0.00	£31.39	LGA 1972, s.112
Kettleburgh Village Hall	Inv 338 – Hall hire July 2026	£20.00	£0.00	£20.00	LGA 1972, s.133
R Booth	Reimbursement of nine months M365 subscription	£86.94	£17.37	£104.31	LGA 1972, s.142
HMRC	Employer's PAYE and NI	£176.60	£0.00	£164.95	LGA 1972, s.112
				£649.87	

Authorised on: 21 July 2026

Authorised by: _____

Signature: _____