A list of regular transactions exempt from the New Payment Authority list each month. Reviewed, updated and signed off annually or as required.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Value** | **Date** | **Supplier** | **Payment Method** |
| Gross Salary | 737.00 | 31st | Parish Clerk – C Swift; HMRC | BACS, monthly figures provided by DM Payroll |
| Working from Home Allowance | £26.65 | 28th | Parish Clerk – C Swift | Standing Order |
| Employers NI  Income Tax | £41.00  £147.40 | 28th | HMRC | BACS Monthly figures provided by DM Payroll |
| Lighting Supply | £467.59 | 24th | Tomato Energy | Direct Debit |

**Annual Payments**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Value** | **Renewal Date** | **Supplier** | **Payment Method** |
| M365 Office | £59.99 | 5 February | Microsoft | C Swift Visa Card |
| McAfee Virus Protection | £34.99 | 1 March | McAfee | C Swift Visa Card |
| ICO Registration | £35.00 | On or around 8 July | ICO | Direct Debit |

**Signed** 1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signed** **2** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date** May 12th 2025