

## Direct Debits and Standing Orders

The Town Council's payment regime is increasingly subject to regular and automated contractual payments. However, due to contractual payments and the variance of Council meeting dates, the timing can put the authorisation process out of alignment.

It continues to be the recommendation of both the Internal Auditor and the Clerk that these payments should be pre-approved for the Council year as is common practice across the sector. In addition, regular non-automated payments for approved regular contracts, at approved values, and salaries have been added, which allows their payment if no meeting is held (e.g., August).

The amount of each payment will be reported at the next available meeting.

Payee	Contractual payment	Payment method
PWLB	Market Place purchase	Direct Debit
Business Rates WLDC	Business rates Festival Hall	Direct Debit
Business Rates WLDC	Business rates Council Office	Direct Debit
Business Rates WLDC	Business rates OPS	Direct Debit
Business Rates WLDC	Business rates Market Place	Direct Debit
Total Gas & Power	Electricity Festival Hall	Direct Debit
Total Gas & Power	Electricity Council Office	Direct Debit
Total Gas & Power	Electricity Market Place	Direct Debit
Total Gas & Power	Electricity Old Police station	Direct Debit
Wave (Formally Anglian Water Business)	Water Festival Hall / Council Office	Direct Debit
Wave (Formally Anglian Water Business)	Water Old Police station	Direct Debit
SSE Gas	Gas Festival Hall	Direct Debit
SSE Gas	Gas Old Police station	Direct Debit
WLDC	Waste & recycling	Direct Debit
WLDC	Monthly Parking Permit	Direct Debit
Now Pensions	Monthly Service Fee	Direct Debit
Now Pensions	Employer/ Employee contributions	Direct Debit
BT	Internet / Phone	Direct Debit
EE	Mobile Phones	Direct Debit
Rentokill	Hygiene contract	Direct Debit
Lloyds Bank	Payment of Unity Multipay card expenditure & fee	Direct Debit
Payroll	Salaries	BACS
HMRC	PAYE/ NI	BACS
Pestcotek	Mole contract	BACS
A J Williams	Grass services contract	BACS