

## ***Regular Payments Schedule***

### Rational

Financial Regulations adopted by the Council state:

*For each financial year the Clerk and RFO shall draw up a list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation (such as but not exclusively, Salaries, PAYE and NI, Superannuation Fund and regular maintenance contracts and the like for which council [,or a duly authorised committee,] may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of council [,or Finance Committee].*

### List of regular payments

Payment	Method	Frequency
Clerk's salary/WFHA	STO/BACS	Monthly
PAYE/NICS to HMRC	BACS	Quarterly
Pension Contributions	BACS/STO	Monthly
ICO subscription	DD	Annually
ZOOM subscription	BACS	Annually
NALC subscription	BACS	Annually