

**Payment Schedule for August 2025****AGENDA ITEM 11c**

|                               | Cost £         | VAT element | Payment Type   | Comments                                           |
|-------------------------------|----------------|-------------|----------------|----------------------------------------------------|
| Zoom (Video meeting software) | 15.59          | 2.60        | Debit Card     | Mthly re-occurring until cancelled - Due 1/8/25    |
| HP Instant Ink                | 13.49          | 2.25        | Debit Card     | Payment due 7/8/25                                 |
| Clerk (D Rigby), salary **    | 1130.11        | 0.00        | EP30           | Schedule/claim form attached (to be paid 12/08/25) |
| HMRC **                       | 128.68         | 0.00        | EP31           | Schedule will be attached when received            |
| Bank Charges                  | 4.25           | 0.00        | Debited direct | Schedule will be attached when received            |
| Microtalk Ltd - Parish Phone  | 18.00          | 3.00        | DD             | Estimated D/D expected 21/08/25                    |
| <b>Totals (6 payments)</b>    | <b>1310.12</b> | <b>7.85</b> |                |                                                    |

(\*\* = Amounts may vary slightly but combined total will be the same)

Payment Schedule Agreed \_\_\_\_\_  
Chairman Parish Council

Date \_\_\_\_\_

Payment Schedule Agreed \_\_\_\_\_  
2nd Councillor Signatory

Date \_\_\_\_\_