

Palgrave Parish Council
Schedule of Annual Regular Payments **Date May 2026**

Payee	Amount	Reason	Method of payment	Power to make payment	Signature of councillors authorising payment
Caroline Emeny	Approx. £760 p.m. nett	Clerk's Wages based 45 hours p.m. x current SCP rate	Online by BACS	LGA 1972, s112	
H M R C	Approx £250 p.m.	PAYE & Employer NI contributions	Online by BACS	LGA 1972, s112	
Caroline Emeny	£6 per week expenses Plus any chargeable mileage	Clerk's Expenses based on £6 pw working from home allowance	Online by BACS	LGA 1972, s112	
Suffolk Assn of Local Councils	Approx £425 Annually in March / April	Annual SALC subscription	Online by BACS	LGA 1972, s111	
Internal & External Audit	Approx £500 Annually in May	Internal & External Audit fees	Online by BACS	LGA 1972, s111	
Insurance Provider	Approx £470 Annually in July	Annual Insurance (Zurich Insurance or similar)	Online by BACS	LGA 1972, s111	
Excite Solutions	FP8 Lows Lane 3 cuts p.a. approx. £250 pa	Grass Cutting contract Lows Lane FP8 taken over from SCC	Online by BACS	Open Spaces Act 1906 ss 9 & 10 LGA1972 s215	
Blackthorn Landscapes	Payable Quarterly in equal instalments approx. £3000 pa	Grass Cutting contract New 1 year contract 1/3/26 -28/2/27	Online by BACS	Open Spaces Act 1906 ss 9 & 10	
Blackthorn Landscapes	£275	1 year Annual hedge Cutting contract re Cemetery only	Online by BACS	Open Spaces Act 1906.ss 9 & 10	
D Mortlock	£230 approx.	Lows Footpath Hedge cut	Online by BACS	Open Spaces Act 1906.ss 9 & 10	
PDCC	Nominal lounge & hall hire at less than £20 per meeting	Hall Hire as & when meetings occur	Online by BACS	LGA1972, s133	
Website & emails	Approx. £360 Annually October	Currently CAS plus any accessibility checks (£100 approx)	Online by BACS	LGA1972, s142	
I C O	£47 annually	Information Commissioners Office annual data fee	Direct Debit	LGA1972, s142	
Suffolk County Council	Streetlight bill approx. £625	Annually charge, usually March	Online by BACS	PC Act 1957 s3	
BMSDC	Dog bins emptying approx. £400	Annually charge, usually May/ June	Online by BACS	Clean Neighbourhoods & Environ. 2005, s59	
Various recipients	Annual Donations various	Annual S137 donations to local charities as agreed at budget	Online by BACS	LGA 1972 s137 / s142	
K Mobbs	Cemetery Grass grave cuts approx. £59 each time	Regular cutting in cemetery as required & other small tasks	Online by BACS	Open Spaces Act 1906.ss 9 & 10	
Zoho Corporation	£30 approx annually	E-shot facility for emailing news	Online by BACS	LGA1972, s142	
Unity Trust Bank & Lloyds Bank	£7 Unity / £3 Lloyds monthly bank charges	Bank facility charges	Direct Debit	Online by BACS	

Note: Schedule of Regular Payments prepared annually as above.