
Agenda Item: Payment of Accounts

Meeting Date: Monday, 21 July 2025

Contact Officer: Responsible Financial Officer

Background

Members should note from previous reports that the Council has its bank accounts with Barclays Bank and runs three active accounts: the General Account, the Imprest Account and the Business Premium Account. Transfers between accounts take place but external payments are only made from the General Account and the Imprest Account.

Cheque payments over £5,000 and Electronic Payments are made from the General Account. Cheque payments of less than £5,000 are made from the Imprest Account.

The payment schedules, bank statements and bank reconciliations are brought to the Policy, Governance & Finance committee as part of the Council's due diligence procedures.

Current Situation

1. Bank Reconciliation and Bank Statements

Attached are bank reconciliations and associated bank statements for February and March 2025.

2. Payment of Accounts

Attached are the payment schedules for April and May 2025.

It should be noted that the Council made no cheque payments during May 2025 for the first time in many years. Payments previously made by cheque are now made electronically. This has reduced the Council's environmental impact through reducing use of paper, printing and postage.

Recommendations

Members are invited to note the report and bank reconciliations and that the following schedule of payments be approved:

| Payment reference/ Cheque Numbers | In the sum of: | Account |
|--|-----------------------|----------------|
| DDs, ELPs 42-63 ;65- 68 (electronic payments) and Standing Orders April 2025 | £245,991.45 | General CB 1 |
| Cheques 35161-35179, cancelled cheques 34988 & 35064; DDs, BACs and Standing Orders April 2025 | £20,389.67 | Imprest CB 2 |
| DDs, ELPs 64 & 69 to 96 and Standing Orders May 2025 | £338,626.58 | General CB 1 |
| Cancelled cheques 351589, DDs and Standing Orders May 2025 | £9,112.47 | Imprest CB 2 |

Report ends.