

PORLOCK PARISH COUNCIL
DRAFT SCHEDULE OF PAYMENTS
SEPTEMBER 2025 (DRAFT 09/09/25)



Authorised regular & contractual payments **new additions**

Category	Payee	Type	Frequency	Amount *exc VAT	Exclusions/Notes
Salaries	Various	BACS	Monthly	TBC	Overtime & Expenses
Electricity (OSC)	Octopus Energy	DD	Monthly		
Electricity (Doverhay)	Octopus Energy	DD	Monthly	£86.88	
Electricity (Library)	Octopus Energy	DD	Monthly	£29.50	
Water (OSC)	Water2 Business	DD	Biannual	Var	
Water (Doverhay)	Water2 Business	DD	Biannual	Variable	
Water (Cemetery)	Water2 Business	DD	Annual	Variable	
Pensions	Nest	DD	Monthly	Variable	
PAYE/NI	HMRC	BACS	Monthly	Variable	
Payroll Services	Dorrill Accountancy	BACS	Quarterly	-	Jun/Sep/Dec/Mar
Telephone & Broadband	Vodafone	DD	Monthly	87.22	
Grounds maintenance	Alan Binding	BACS	Monthly	£1,684.00	Dec & Jan + Extras
IT Provision	John Finch Computers	DD	Monthly	£165.00*	Non contractual work
Website provision	Parish Council Websites	BACS	Annually	£300.00	Non contractual work
Website Build/Migration	Parish Council Websites	BACS	One off	£749.00	
Public Toilet Cleaning	M Jones	BACS	Monthly	Variable	
Bank Charges	Unity	DD	Monthly	Variable	
Credit Card	Lloyds	DD	Monthly	£174.49	
Business Rates	Somerset Council	BACS	Variable	-	
B/Rates – OSC	Somerset Council	BACS	Annually	-	
B/Rates – Doverhay	Somerset Council	BACS	Annually	-	
B/Rates - Cemetery	Somerset Council	BACS	Annually	-	
B/Rates – High Bank	Somerset Council	BACS	Annually	-	Rented spaces
Office Printer	RICOH	BACS	Quarterly	Variable	Hire & print
Sanitary Waste - D/hay	PHS	BACS	Monthly	£146.38	
Sanitary Waste - OSC	PHS	BACS	Monthly		
Commercial Waste	Better Waste Solutions	DD	Monthly	£29.58	First payment £129.58
Window cleaning	Clean it windows	BACS	6 weekly	£46.00	+ Gutter & panels annual
Library Books	Browns Books	BACS	Various	Variable	
Supplies	P/lock Home&Hardware	BACS	Monthly	Variable	Over £200 / not in budget
Supplies	Miles Tea & Coffee	BACS	Monthly	-	Over £200 / Not in budget
Supplies	Tool Station	BACS	Monthly	-	Over £200 / Not in budget
Annual Registration	Info Commissioners Off	DD	Annual	£52.00	
Watering Contract	A Toeman	BACS	Monthly	Variable	Nov-Mar
Watering Contract	L Crabb	BACS	Monthly	Variable	Nov-Mar
Supplies	CRS Building Supplies	BACS	Monthly	Variable	

Chair: _____
Duncan McCanlis

RFO: _____
Johnathan Jones

Dated 9th July 2025

**PORLOCK PARISH COUNCIL
DRAFT SCHEDULE OF PAYMENTS
SEPTEMBER 2025 (DRAFT 09/09/25)**



One off authorised payments

Company	Activity	Amount (exc VAT)	Notes
Furniture at work	Community Room Furniture	£1598.00	C202512417a (EMR 338/321)

Payments requiring authorisation

Company	Activity	Amount (exc VAT)	Notes
Fine Memorials	Hawkcombe Cemetery memorial works	£4690.00	(EMR 326)
idverde	waste contract renewal 2025-26 + VAT	£572.00	(Budget)
Salaries	Local government services pay agreement 2025/26 -	£1564.09	(Budget)
Tollhurst Heating	Boiler Maintenance -	£1,249.40	

Chair: _____
Duncan McCanlis

RFO: _____
Johnathan Jones

Dated 9th July 2025