

PORLOCK PARISH COUNCIL
DRAFT SCHEDULE OF PAYMENTS
October 2025 (DRAFT 08/10/25)



Authorised regular & contractual payments **new additions**

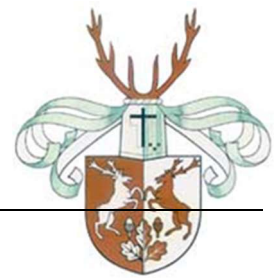
Category	Payee	Type	Frequency	Amount *exc VAT	Exclusions/Notes
Salaries	Various	BACS	Monthly	Variable	Overtime & Expenses
Electricity (OSC)	Octopus Energy	DD	Monthly	Variable	
Electricity (Doverhay)	Octopus Energy	DD	Monthly	£99.67	
Electricity (Library)	Octopus Energy	DD	Monthly	Variable	
Water (OSC)	Water2 Business	DD	Biannual	£235.14	
Water (Doverhay)	Water2 Business	DD	Biannual	£620.25	
Water (Cemetery)	Water2 Business	DD	Annual	Variable	
Pensions	Nest	DD	Monthly	Variable	
PAYE/NI	HMRC	BACS	Monthly	Variable	
Payroll Services	Dorrill Accountancy	BACS	Quarterly	Variable	Jun/Sep/Dec/Mar
Telephone & Broadband	Vodafone	DD	Monthly	£85.07	
Grounds maintenance	Alan Binding	BACS	Monthly	£1,684.0	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	£405.00	
Bank Charges	Unity	DD	Monthly	Variable	
Credit Card	Lloyds	DD	Monthly	Variable	
Business Rates	Somerset Council	BACS	Variable	Variable	
B/Rates – OSC	Somerset Council	BACS	Annually	Variable	
B/Rates – Doverhay	Somerset Council	BACS	Annually	Variable	
B/Rates - Cemetery	Somerset Council	BACS	Annually	Variable	
B/Rates – High Bank	Somerset Council	BACS	Annually	Variable	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	£17.53	Annual duty of care
Commercial Waste	Better Waste Solutions	DD	Monthly	£51.34	Excess weight charge
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	£133.11	Over £200 / not in budget
Supplies	Miles Tea & Coffee	BACS	Monthly	Variable	Over £200 / Not in budget
Supplies	Tool Station	BACS	Monthly	Variable	Over £200 / Not in budget
Annual Registration	Info Commissioners Off	DD	Annual	£52.00	
Watering Contract	A Toeman	BACS	Monthly	£48.84	Nov-Mar
Watering Contract	L Crabb	BACS	Monthly	Variable	Nov-Mar
Supplies	CRS Building Supplies	BACS	Monthly	£7.58	
Supplies	Staples	BACS	Monthly	Variable	
Supplies	Viking	BACS	Monthly	£88.73	Over £200 / not in budget
Alarm system	Coomber Security	BACS	Various	£186.84	Over £200 / not in budget

Chair: _____
Duncan McCanlis

RFO: _____
Johnathan Jones

Dated 9th July 2025

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One off authorised payments

Company	Activity	Amount (exc VAT)	Notes
Tomato Creative	Website Updates (Grant)	£300.00	Discover Porlock – C2025-069-7
RT Shaw	Face Painting	£50.00	Late Night Shopping - Deposit
Tolhurst Heating	Boiler maintenance and repairs	£2126.90	Includes addition unforeseen works

Payments requiring authorisation

Company	Activity	Amount (exc VAT)	Notes
A Binding	High Bank Fencing & Vegetation	£874.00	See report item 18a

Chair: _____
Duncan McCanlis

RFO: _____
Johnathan Jones

Dated 9th July 2025