

Schedule of Direct Debits & Standing Orders
2024-25

Direct Debits

Payee	Item	Frequency	Amount	Date of DD
British Gas	Electricity charges - GMCC	Monthly	Variable	13th
Castle Water	Water charges -- GMCC	Monthly	Variable	5th
Castle Water	Water supply to Cemetery Lane allotments	Monthly	Variable	28th
Castle Water	Water supply to Piece Hedge allotments	Monthly	Variable	28th
Castle Water	Water supply to Springvale allotments	Monthly	Variable	28th
CDC	Business rates	Monthly	£720.75 03/04/24 then 11 monthly payments of £717.00	3rd
CPRE	Annual Membership	Annual	£36.00	21 st July 2024
Crown	Gas charges - GMCC	Monthly	Variable	15th
Crown	Gas charges - 1st floor flats	Monthly	Variable	15th
Crown	Gas charges - The Cottage	Monthly	Variable	15th
Grundon	Refuse collections	Monthly	Variable	20th
HMRC	VAT payments	Quarterly	Variable as per VAT 100	Variable
Hugo Fox	Monthly Website Charges (to be cancelled following implementation of new website)	Monthly	£9.99 + VAT	15th
ICO	Data protection fee	Annual	£40.00	May
Lloyds Bank	Multipay card payment to clear all transactions for the month, including £3 per month service charge per card	Monthly	Variable	4th of the following month
NEST	Clerk, Assistant Clerk & Committee Clerk pensions	Monthly	Variable	6th

Payee	Item	Frequency	Amount	Date of DD
Microsoft	3no Microsoft Business Accounts (via Multipay Card)	Monthly	£30.90 + VAT	17th
Microsoft	13no Microsoft Email Accounts for Councillors (via Multipay Card)	Monthly	£63.70 + VAT	17th
Peac Finance	Photocopier lease charges	Quarterly	£149.00 + VAT	27th March, June, Sept, Dec
Rentokil Initial	Hygiene services	6-monthly	£164.26 + VAT	9th
Scribe	Accounts	Annually and rate set for 4 year term from 2024-25	£518.40 + VAT	Nov 2024
Scribe	Cemetery	Annually and rate set for 4 year term from 2024-25	£449.28 + VAT	04/04/2024
Scribe	Allotments	Annually and rate set for 4 year term from 2024-25	£336.00 + VAT	Nov 2024
Sharp	Photocopier monthly copy charges	Monthly	£25 + VAT	30th
TalkTalk Business	Telephone and broadband	Monthly	£45.90 + VAT	12th
Unity Trust	Bank charges, Quarterly service charges + additional charges for cheque credits	Quarterly	Variable	Last day of month each quarter

Standing Orders

<u>Payee</u>	<u>Item</u>	<u>Frequency</u>	<u>Amount</u>	<u>Date of DD</u>
NONE				