



## Hadlow Down Parish Council Regular Payees list

As detailed within the NALC 2024 Financial Regulations; *‘for each financial year the RFO may draw up a schedule of regular payments due in relation to a continuing contract or obligation (such as Salaries, PAYE, National Insurance, pension contributions, rent, rates, regular maintenance contracts and similar items), which the council may authorise in advance for the year’.*

<b>PAYEE</b>	<b>REASON</b>	<b>FREQUENCY</b>	<b>BANKING TYPE</b>
Vicki Rutt	Salary, HOA and mileage	Monthly	SO and BACS
BT	Phone and Broadband	Quarterly	DD
Barcombe Landscapes	Grass cutting	Quarterly	BACS
DM Payroll Services Ltd	Payroll	Quarterly	BACS
HMRC	PAYE/NI	Monthly	BACS
East Sussex Pension Fund	Pension	Monthly	BACS
PKF Littlejohn	External Audit	Annually	BACS
Mulberry and Co	Interim and Internal Audit	As required	BACS
Richard Walter	Verge cutting	As required	BACS
Lucy McConachie	Play area inspections	Monthly	BACS
Hadlow Down Village Hall	Hall hire charge	Monthly	BACS
Wealden District Council	Bins	Quarterly	DD
Ben Blackford	Mole problem at burial ground	As required	BACS
Unity Trust	Bank charges	Monthly	DD

The Computer Studio	IT issues	As required	BACS
SWARCO	Maintenance of SIDs	As required	BACS
eSALC	Fees and courses	As required	BACS
Clear Insurance Management Ltd	Insurance	Annual	BACS
ROSPA	Play area inspection	Annual	BACS

**Vicki Rutt**  
**Clerk and RFO**

**Agreed at Full Council meeting: 14<sup>th</sup> January 2025**  
**Next review date: May 2025**