



**Regular financial payments that do not require authorisation in PC meeting**

Clerk monthly salary (to include PAYE to HMRC)  
Clerk monthly work from home allowance  
ERNLLCA membership fees  
Data protection fees  
Internal auditor fees  
Associated website fees (hosting, domain renewal)  
Office consumables  
Insurance

If there is a rise in costs in relation to the previous year, this must be brought to the PC ahead of paying the first invoice. Otherwise, the Proper Officer has authority to pay all invoices upon receipt, in line with the PCs Financial Regulations.