

CHIGWELL PARISH COUNCIL				FULL COUNCIL 22 10 2026				Appendix 3			
REPORT TO FC 22 10 2026						Approved by:					
Signed by Clerk & Proper Officer:				Date:		Approved by:					
Prepared by RFO											
PROPOSED PAYMENTS DUE IN NOVEMBER 2026 FOR APPROVAL											
04 11 2026 Transfer from Current a/c £17,360 to Unity Salary Account											
I. Regular payments approved by FC 30 04 2026 276/25/8A/9B											
InvDate	Ref	FY	Date due	Tender	Total due	Description	Supplier	Invoice No	Minutes		
	Statement	2026-2027		CARD	£1,500.00	Estimated spend. The actual statement as of 03.11.26 will be presented to the next FC /FG in November	Lloyds Bank	Card statement	FC276/25/9B		
		2026-2027			£1,500.00	Estimated spend. The actual statement as of 03.11.26 will be presented to the next FC /FG in November	Trade UK	Statement	FC276/25/9B		
		2026-2027		ONLINE	£1,080.00	HR10hrs@£90.00	Haypex HR Services		FC283/25/e,30/04/2026		
		2026-2027		ONLINE	£250.00	Pest Control	CLINIKIL ADVANCED Ltd		FC276/25/9B		
		2026-2027		DIRDEBIT	£384.00	Charge for property 26/27	Epping Forest DC		FC276/25/8A		
		2026-2027		DIRDEBIT	£948.00	Charge for property 26/27	Epping Forest DC		FC276/25/8A		
		2026-2027		DIRDEBIT	£183.00	Charge for property 26/27	Epping Forest DC		FC276/25/8A		
		2026-2027		ONLINE	£325.28	Mob charge&07-3CX Phone system&sc Pro licence £27.50	Ice Media London Limited		FC276/25/9B		
		2026-2027		ONLINE	£627.30	IT managed service charges	Ice Media London Limited		FC276/25/9B		
		2026-2027		DIRDEBIT	£16.90	Bank charges	UNITY TRUS BANK		FC276/25/8A		
		2026-2027		DIRDEBIT	£8.05	Bank charges	UNITY TRUS BANK		FC276/25/8A		
		2026-2027		ONLINE	£332.28	3x1100bins emptied&rental charges	RWR (Commercial) Ltd		FC276/25/9B		
		2026-2027		ONLINE	£211.10	2X1100ltr Bins emptied & rental charges	RWR (Commercial) Ltd		FC276/25/9B		
		2026-2027		DIRDEBIT	£141.94	People First payroll software	MHR International UK Limited		FC276/25/8A		
		2026-2027		ONLINE	£446.86	Hire bio toilet - Cemetery site	Davlav		FC054/26		
		2026-2027		DIRDEBIT	£227.81	EV hire charge	Mobilize Lease&Co		FC24/09/26		
		2026-2027		DIRDEBIT	£37.28	1100 TRADE WASTE COLLECTIONS monthly	EFDC	M0001509984	RegPmnt FC22/10/26		
14.05.2026		2026-2027		ONLINE	£3,650.00	to deliver a 25-week afterschool youth outreach programme for children aged 8–11 years on the Limes Farm Estate (September 2026 – March 2027	YOUTH UNITY CIC	Grant Application	FG143/25		
Reported to the next FC/FG meeting		2026-2027		DIRDEBIT	£5,000.00	Electricity Consumption/Water Consumption /BT/Franco/EFDC waste disposal	ENGIE/Castle Water/Clear Business/BT/		RegPmnt		FC276/25/8A/9B
II. Payroll Submission											
		2026-2027	11.11.26	ONLINE	£17,350.00	Net Pay November 2026 (the report will be produced by MHR 26/27 October 2026)	Chigwell Parish Council staff	Payroll Statement	RegPmnt		
09.10.26	4430	2026-2027	15.11.26	ONLINE	£7,466.49	HMRC PAYE/NIC -October 2026	HMRC	Payroll report October 26	RegPmnt		FG08/10/26
09.10.26	4432	2026-2027	15.11.26	ONLINE	£4,459.27	Superannuation Payments October 2026	Essex Pension Fund	Payroll report October 26	RegPmnt		FG08/10/26
09.10.26	4431	2026-2027	15.11.26	DIRDEBIT	£880.94	Superannuation Payments October 2026	NEST PENSION FUND	Payroll report October 26	RegPmnt		FG08/10/26
III. Specific works approved by FC											
28.09.26	4359	2026-2027	01.11.26	ONLINE	£344.00	Play in the park Autumn sessions 2026 2027	EFDC	M0001544020	FC24/09/26		
14.10.26	4421	2026-2027	13.11.26	ONLINE	£1,590.00	Installation, removal and storage of Christmas Tree lights	SparkX Ltd	INV7321	26/27 FC22/10/26		
20.10.26	4439	2026-2027	11.11.26	ONLINE	£379.00	Annual SLCC Full Membership renewal 2026/27	SLCC	Renewal letter	AM012/26		
20.10.26	4440	2026-2027	01.11.26	ONLINE	£350.00	Additional work 31-53 Limes Avenue	Rob The Builder Ltd	4440	FC043/26FR5.15		EMR210
IV. Individual purchases under FR5.15											
29.09.26	4369	2026-2027	30.11.26	ONLINE	£150.00	Finance for Large Council 200k+ 07.10.26	EALC	07/10/26	FR5.15/FG08/10/26		
01.09.26	4288	2026-2027	15.11.26	ONLINE	£280.80	Basic Tree Survey & Inspection training 09.11.26	Council Wise	SI644	FR5.15/FC24/09/26		
07.10.26	4418	2026-2027	06.11.26	ONLINE	£102.00	Regional Training Seminar Essex 16 06 27	SLCC	BK228969-1	FR5.15/FC22/10/26		
07.10.26	4417	2026-2027	06.11.26	ONLINE	£138.60	Everything you need to know about VAT 21&28 October	SLCC	BK228970-1	FR5.15/FC22/10/26		
07.10.26	4416	2026-2027	06.11.26	ONLINE	£246.47	Stationery	VIKING/Office Deport International UK Ltd	4411155030	FR5.15/FC22/10/26		

14.09.26	4310	2026-2027	30.11.26	ONLINE	£775.20	3xbespoke CPC Cemetery Register Book	Shaw & Sons Limited	Q6412	FR5.15/24/09/26
28.09.26	4358	2026-2027	30.11.26	ONLINE	£218.56	To place an order for the plaque with the approved inscription GoR	Fibrous Funeral Supplies	4358	FR5.15/FG08/10/26
14.10.26	4422	2026-2027	13.11.26	ONLINE	£141.60	Outdoor Union Flag 6ftx3ft	Windsock Company Ltd	4422	FR5.15/22/10/26
14.10.26	4423	2026-2027	14.11.26	ONLINE	£92.90	Brass Bench plaque Grave 1877	Fibrous Funeral Supplies	4423	FR5.15/22/10/26
14.10.26	4424	2026-2027	11.11.26	ONLINE	£108.00	Out call to fix the scanner on the printer 15.10.26	Copy Click Copiers	inv 4039	FR5.15/22/10/26
14.10.26	4433	2026-2027	13.11.26	ONLINE	£300.00	Cllrs training-chairing EFFECTIVELY - Cll D.R.&T.A	EALC	SI19566	FR5.15/22/10/26
19.10.26	4435	2026-2027	11.11.26	ONLINE	£72.00	Handling Difficult Situations 28 10 26	Council Wise	4435	FR5.15/22/10/26

Approved by Full Council for specific projects - NONE
Cemetery Digging contingency

Total DUE in NOVEMBER 2026					£52,315.63				
----------------------------	--	--	--	--	------------	--	--	--	--

V. To NOTE PAYMENTS:
DD Transactions UNITY CURRENT ACCOUNT
APPROVED BY FC276/25 9b & FC276/25 8a

Ref	Due Date	Net	VAT	Total	Cashed Date	Description	Supplier	Invoice No	Minute Ref

FR5.15 Individual purchases within an agreed budget for that type of expenditure may be authorised by the Clerk or RFO,
under delegated authority, for any items below £1,000 excluding VAT

--	--	--	--	--	--	--	--	--	--