

## February 2025 finance report: payments made and to be made

### List of payments made since the last meeting (2 December 2024 - to be verified on 17 February 2025)

Invoice Date/Due date	Payment to	Amount/Description	Online set up	Administration
17 December 2024	HMRC	£308.80 (PAYE N Baxter)	17 Dec 2024	17 Dec 2024 – F Smith 17 Dec 2024 – H Stanley
17 December 2024	N Baxter	£463.41 (N Baxter net salary of PAYE salary Oct, Nov, Dec 2024)	17 Dec 2024	17 Dec 2024 – F Smith 17 Dec 2024 – H Stanley
19 December 2024	DCK Payroll	£45.60 (Payroll administration)	20 Dec 2024	20 Dec 2024 – H Stanley 21 Dec 2024 – K Butler

### Payments to be approved on 17 February 2025

Invoice Date	Payment to	Amount/Description
1 April 2025	SLCC	£80.00 Annual membership

### Known forward payments (not including DDs to be approved on (17 February 2025))

Invoice Date	Payment to	Amount/Description
February 2025	ICO	c£45.00 Annual licence fee