

Agenda Item 15 – March Meeting

Delegated authority to clerk

The current spending limits are specified within the Financial regulations and are as follows:

Individual purchases within an agreed budget for that type of expenditure may be authorised by:

- [the Clerk], under delegated authority, for any items below [£500] excluding VAT.
- the Clerk, in consultation with the Chair of the Council {or Chair of the appropriate committee}, for any items below [£2,000] excluding VAT.
- {a duly delegated committee of the council for all items of expenditure within their delegated budgets for items under [£5,000] excluding VAT}
- {in respect of grants, a duly authorised committee within any limits set by council and in accordance with any policy statement agreed by the council.}
- the council for all items over [£5,000];

Such authorisation must be supported by a minute (in the case of council or committee decisions) or other auditable evidence trail.

Our auditor suggested that the limit for clerk's expenditure should be raised.

Proposal: That the limit for clerk's delegated authority should be increased to £1000 or such sum which the council deems appropriate.

Phil Burgess

Clerk to East Dean and Friston